

## School Security Drill Notification

District: Union Township      OCTOBER 2021

School Name	Drill Type	Occupants Involved	Date & Time
Washington School	Evacuation	All	10/20/21 0930
Burnet Middle school	Evacuation	All	10/20/21 0810
Kawameeh Middle school	Evacuation	All	10/20/21 1000
Livingston School	Evacuation	All	10/19/21
Jefferson School	Evacuation	All	10/28/21
Hannah School	Evacuation	All	10/21/21
Franklin	Evacuation	All	10/22/21 10:07
Union High School	Modified Lockdown	All	10/22/21 12:55
Conn Farms.	Evacuation	All	10/25/21

Drill Type:

- Active Shooter
- Evacuation (non-fire)
- Bomb Threat
- Lockdown

Occupants:

Students/Staff/Faculty  
Staff and/or Crisis Team Members

\*PLEASE EMAIL THIS FORM TO BILL SPEKHARDT ([wspekhardt@twpunionschools.org](mailto:wspekhardt@twpunionschools.org)) IMMEDIATELY FOLLOWING A DRILL

\*PLEASE COMPLETE THIS FORM BEFORE THE 1<sup>ST</sup> OF EACH MONTH & FAX TO THE COUNTY OFFICE @ 908-654-9869 OR EMAIL MARY JANE SHEEHAN AT [MARYJANE.SHEEHAN@DOE.STATE.NJ.US](mailto:MARYJANE.SHEEHAN@DOE.STATE.NJ.US)

# SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
1. Date of the drill;
  2. Time of day the drill was conducted;
  3. School name;
  4. Location of the drill;
  5. Route number(s) included in the drill; and
  6. Name of school principal, or person(s) assigned, who supervised the drill.

## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 29, 2021

Time of day the drill was conducted: 8:30 a.m.

School Name: Connecticut Farms School

Location of the Emergency Evacuation Drill: Bus Parking Area on Roosevelt Avenue

Route Number(s): All Routes (50,51,73,&19)

Name of the school principal/person(s) overseeing the drill: Mrs. Michelle Osborne-Warren

Other information relative to the emergency evacuation drill:

Weather, 56 and cloudy, no rain.

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### REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill:

10/27/2021

Time of day the drill was conducted:

7:30am

School Name:

Union High School

Location of the Emergency Evacuation Drill:

school grounds - near front and library entrances.

Route Number(s):

All in distinct routes

Name of the school principal/person(s) overseeing the drill:

Terrell Putty, Vice Principal

Other information relative to the emergency evacuation drill:

Evacuations were conducted as the buses/vans dropped off their students in the morning.

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## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill:

10/27/21

Time of day the drill was conducted:

8:30 am

School Name:

Hannah Caldwell Elementary School

Location of the Emergency Evacuation Drill:

Hannah Caldwell

Hendricks Ave

Route Number(s):

Bus 76: Route —, Bus 8: Route 14, Bus 71: Route 4

Name of the school principal/person(s) overseeing the drill:

Vincent Pettino

Other information relative to the emergency evacuation drill:

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## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Wednesday, Oct 27<sup>th</sup>, 2021

Time of day the drill was conducted: 8:00 - 8:40 AM

School Name: Washington Elementary School (WES)

Location of the Emergency Evacuation Drill: Whitewood Rd.

Route Number(s): 78, 79, 18, and 67

Name of the school principal/person(s) overseeing the drill: Tom Matthews

Other information relative to the emergency evacuation drill:  
N/a