### 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

II:	October 3,2014		
9:00am			
Jefferson School			
155 Hilton Avenue			
All routes			
g the drill:	Laura Damato		
uation drill:			
- AMO - AMO			
	9:00am  Jefferson School  155 Hilton Avenue  All routes  g the 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	Tuesday, October 7, 2014				
Time of day the drill was conducted:	9:18-10:03				
School Name:	Burnet Middle School				
Location of the Emergency Evacuation Drill:	BMS 1000 Caldwell Avenue, Union (field and Stone St)				
Route Number(s):	All students and staff				
Name of the school principal/person(s) overseeing	the drill: Mr. Vincent Rettino, Vice Principal				
Other information relative to the emergency evacu					
This is our second and final bus evacuation for all stud	lents, staff and faculty. It was successful. A special thanks				

# Security Drill Record Form 2014 – 2015

School District: Union Township

School Name: Burnet Middle School

Contact Name: Vincent B. Rettino

					•••	
June 2015	·					
May 2015		į				
April 2015						
March 2015					<b>:</b>	
February 2015						
January 2015						
December 2014						
November 2014						
October 2014						
September 2014	9/17/2014 9:47 am	Active Shooter Lockdown	9:47- 9:52	Sunny clear 60s	All students and staff	Active shooter drill was called; rooms & students secured Ardito present
Month	Date/Time	Type of Drill	Duration of Drill	Weather Conditions	Participants of Drill	Brief Description of What Was Drilled