

SCHOOL SECURITY DRILL NOTIFICATION

District: Township of Union

Month of: October 2017

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
Union High School To Hannah Caldwell, Boys and Girls Club and Burnet MS	Building Evacuation	Entire Building	10-18-17, app. 10 AM Rain Date 10-19-17 App. 10 AM.
Burnet Middle School To Hannah Caldwell	Building Evacuation	"	Rain Date 10-26-17 1015 AM
Kawameeh Middle School To Kawameeh Park	"	"	10-5-17, Rain Date 10-6-17 both at 120 PM
Jefferson School To Hilton Ave. Churches	"	"	10-5-17 915 AM rain Date 10-6-17 915 AM
Battle Hill School To Union HS	"	"	10-4-17, Rain Date 10-5-17 both at 10 AM
Connecticut Farms School To Town Hall and Main Library	"	"	10-5-17 Rain Date 10-6-17 Both at 930 AM
Livingston School	Lockdown-Trespasser in building with weapon. * ONLY Building doing a Lockdown. Evac was completed already.	"	10-18-17 930 AM
Washington School To Kawameeh	Building Evacuation	Entire Building	10-17-17 10 AM Rain Date 10-18-17 10 AM

SCHOOL SECURITY DRILL NOTIFICATION

<i>Franklin School To St. Michaels School</i>	"	"	10-26-17 930 AM
<i>Hannah Caldwell School To Union HS</i>	"	"	10-20-17 10 AM
<i>Hamilton School- Supervisors Bldg.</i>			
<i>BOE Admin. Bldg.</i>			

DRILL TYPE:

- ACTIVE SHOOTER
- EVACUATION (non-fire)
- BOMB THREAT
- LOCKDOWN

OCCUPANTS:

- STUDENTS/STAFF/FACULTY
- STAFF and/or CRISIS TEAM MEMBERS

*PLEASE COMPLETE THIS FORM BEFORE THE 5th OF EACH MONTH & EMAIL MARY JANE SHEEHAN AT MARYJANE.SHEEHAN@DOE.STATE.NJ.US

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME

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 25, 2017

Time of day the drill was conducted: 9:15-10:30/1:15-1:35

School Name: Connecticut Farms School

Location of the Emergency Evacuation Drill: Playground, Near Basketball Court

Route Number(s): All Routes

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

Other information relative to the emergency evacuation drill:

Weather sunny yet cool.

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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:

10/18/17

Time of day the drill was conducted:

9:30 & 1:00

School Name:

Hannah Caldwell

Location of the Emergency Evacuation Drill:

Parking lot

Route Number(s):

7 buses at 9:30 / 1 bus at 1:00

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

Kathryn Di Giovanni

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: October 3, 2017

Time of day the drill was conducted: 9:30

School Name: Livingston Elementary

Location of the Emergency Evacuation Drill: Playground

Route Number(s): 10 buses in morning and 1 bus in after noon for Pre K.

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

Other information relative to the emergency evacuation drill:

[Signature] 10/3/17

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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, 10/10/17

Time of day the drill was conducted:

9 AM + 1 PM

School Name:

Washington Elementary School

Location of the Emergency Evacuation Drill:

Playground Blacktop

Route Number(s):

All routes

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

Mr. Tom Matthews (Principal)

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: Thursday, October 5, 2017

Time of day the drill was conducted: 9:10-9:50

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. Tommy Harrell, Vice Principal

Other information relative to the emergency evacuation drill:

Burnet MS has successfully completed their first bus evacuation of the year. A special thanks to our transportation department.

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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: October 16, 2017

Time of day the drill was conducted: 9:00am

School Name: Jefferson School

Location of the Emergency Evacuation Drill: 155 Hilton Avenue

Route Number(s): All routes

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

Other information relative to the emergency evacuation drill:
