

Section 3 – Recommended Actions

Indicate any recommended actions to resolve any problems observed during the drill.

Mitigation/Plans for Improvement: *(check and explain all that apply)*

Additional Staff Training

Additional Student Instruction

Additional Equipment

Additional Supplies

Planning with First Responders

Revise Emergency Procedures

Additional Drills

Other

Section 4 – Submittal

Promptly route this form as directed below.

Person Completing This Form: **X** _____ Date: _____

UPON COMPLETION: FORWARD THIS FORM TO THE BUILDING ADMINISTRATOR.

Building Administrator: **X** _____ Date: _____

UPON COMPLETION: FORWARD THIS FORM TO THE OFFICE OF ADMINISTRATIVE SERVICES.

Chief of School Police/
ESASD School Safety Coordinator: **X** _____ Date: _____

AFTER REVIEW: FORWARD THIS FORM TO THE OFFICE OF THE SUPERINTENDENT.