

# WEST BRANCH-ROSE CITY AREA SCHOOLS

Mailing address:  
P. O. Box 308  
West Branch, MI 48661



Physical address:  
515 Harrington  
Rose City, MI 48654

Phone: (989) 343-2250

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**Building Name:** Rose City School, #01316

**School Principal Name:** Susan Shepardson, 989-343-2248, [shepards@wbrc.k12.mi.us](mailto:shepards@wbrc.k12.mi.us)

Circle One:

**Date of Drill:** 10/4/24 **Time of Drill:** 2:45 AM  PM

**Type of Drill:**

- Fire Drill *[Five (5) Required – Three (3) by December 1]*
- Tornado Safety Drill *[Two (2) Required – One (1) in March]*
- “Lockdown” Drill \* *[Three (3) Required – One (1) by December 1, at least one (1) after January 1]*

\* One of the **lockdown drills** is to be conducted at an ‘*inconvenient time*’:  
This lockdown drill occurred during lunch, class change, recess or another time when a significant number of students are gathered but not in a classroom, (i.e. lunch, recess, etc.):  
Lockdown Drill Dated \_\_\_\_\_ and at Time \_\_\_\_\_

**SCHOOL PRINCIPAL:**

**Susan Shepardson – Signature:**

**Or Designee** (PERSON IN CHARGE OF CONDUCTING THE FIRE, TORNADO OR LOCKDOWN DRILL, IF *NOT* THE SCHOOL PRINCIPAL)

Printed Name: \_\_\_\_\_

Signature \_\_\_\_\_ Dated: \_\_\_\_\_