


**Fire, Tornado, and Shelter-in-Place Drill Report Form**

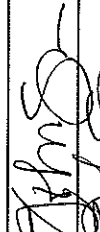

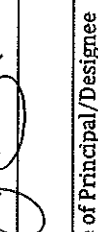
School Name: University Prep Academy - Ellen Thompson Academic Year 2015-2016

School Administrator Signature: 

\*\*\*\*\*MCL 29-19 states in part that: 5 fire drills are required (3 by Dec. 1, 2 after Dec. 1), 2 tornado drills (1 in March), 3 shelter-in-place drills (1 by Dec. 1, 1 after Jan. 1, 1 your choice). One drill must be during lunch, recess, or another time when students are gathered outside of the classroom.\*\*\*\*\*

**FIRE (5 total):**

**3 Fire Drills Before December 1:**

Fire Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 5	9/23/15	2:30 p.m.	Tamara Johnson		Time - 2:36 mins.
2 of 5	10/22/15	10:00 a.m.	Tamara Johnson		Time - 2:42 mins.
3 of 5	10/30/15	2:30 p.m.	Tamara Johnson		Time - 3:00 mins.

**2 Fire Drills after December 1:**


Fire Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
4 of 5					
5 of 5					

**TORNADO (2 total):**

**1 Tornado Drill in March:**


Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 2					

**1 Additional Tornado Drill:**

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	12/14/2015	9:30 a.m.	Tamara Johnson		Good

**SHELTER-IN-PLACE (3 total):**

**1 Shelter-in-Place by December 1:**

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
1 of 3	12/3/2015	11:00 a.m.	Tamara Johnson		Intruder

**1 Shelter-in-Place after January 1:**

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
2 of 3					

**1 Additional Shelter-in-Place:**

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
3 of 3					

\*\*\*Which of the above listed drills took place during recess, lunch, or another time when students are gathered outside of the classroom?

Drill Type (Fire, Tornado, Shelter)	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Lunch, Recess, other? Please specify