

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

School Name: UPrep Mark Murray Campus

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	9/15/15	2:15pm	Sead Rovcanin SR	<i>[Signature]</i>	6 minute evacuation - Good
2 of 5	11/2/15	1:15pm	Sead Rovcanin SR	<i>[Signature]</i>	3:47 minute evacuation - Excellent
3 of 5	11/19/15	9:50am	Sead Rovcanin SR	<i>[Signature]</i>	Students needed a reminder how to act during drill

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	4/12/16	2:10pm	Sead Rovcanin SR	Kimberly L. Lewis	3 min. 30 sec. - Excellent
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	3/8/16	2:45pm	Sead Rocanin	<i>[Signature]</i>	Good

1 Additional Tornado Drill:

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

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	10/6/15	11:10am	Sead Rovcanin	Rita Garcia	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	1/14/16	1:15pm	Sead Rocanin	Rita Garcia	Intruder/weapons

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	2/19/16	1:40pm	Sead Rovcanin	R Garcia	Intruder

***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
Shelter	2-19-16	1:40pm	Sead Rovcanin	R Garcia	Students were at recess

Evacuation Drill 9/30/15 10:10 Sead Rovcanin SL. gas leak
 R Garcia
 Exited and arrived at designated site within 10mins
 Excellent