

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

Academic Year 2017-2018

School Name: UPA High School

School Administrator Signature: [Signature]

*****MCI 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	10-6-17	10:15	C. Dotch / N. Velinder	[Signature]	Fire drill 10:38
2 of 5	10-24-17	11:30	C. Dotch / N. Velinder		
3 of 5	11-17-17	9:10am	C. Dotch / N. Velinder		

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	4-25-18	12:30	C. Dotch / N. Velinder		
5 of 5	5-3-18	1:05	C. Dotch / N. Velinder		

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	3-23-18	11:30	Carmen Dotch		

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	5-17-18	8:30	Carmen Dotch		

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	9.29.17	1:30	Carmen Dotch	<i>[Signature]</i>	Weapons Drill

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	01.15.18	8:25	Carmen Dotch		Intruders in Campus

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	5.31.18	10:00	Carmen Dotch		Evacuation to ET

***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
5348	1:				

Fire Drill 5.3.18 1:05