

**Henry Ford Academy: School for Creative Studies District
Emergency Drill Schedule
2017-2018**

Henry Ford Academy: Elementary School

Fire Drill Schedule

Note: Three (3) must be conducted by December 1st. Two (2) during the remaining portion of the school year, with a reasonable spacing interval between each drill.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Evacuation Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1	09/22/17		9:30AM	09/22/17	5mins 10 sec	Patrina Caldwell	<i>Patrina Caldwell</i>
2	10/19/17		9:35AM	10/19/17	3mins 46sec	Patrina Caldwell	<i>Patrina Caldwell</i>
3	11/1/17		2:05PM	11/1/17	4 mins 10 sec	Patrina Caldwell	<i>Patrina Caldwell</i>
4	4/23/18		2:03PM	4/23/18	4mins 26sec	Patrina Caldwell	<i>Patrina Caldwell</i>

(1) during lunch or recess when a significant of students are gathered outside the classroom.

5	6/05/18		11:35AM	06/05/18	4mins 17 sec	Patrina Caldwell	<i>Patrina Caldwell</i>
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Tornado Drill Schedule

Note: One (1) of the two tornado drills must be conducted during the month of March.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Completion Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1	3/20/18		9:00AM	3/20/18	3 mins 20sec	Patrina Caldwell	<i>Patrina Caldwell</i>
2	04/26/18		1:35PM	04/26/18	3mins 24 sec	Patrina Caldwell	<i>Patrina Caldwell</i>

Lock-Down Drill Schedule

Note: One (1) by December 1; (1) after January 1; (1) during lunch or recess when a significant of students are gathered outside the classroom.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Completion Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1	10/17/17		2:05PM	10/17/17	3mins 42sec	Patrina Caldwell	<i>Patrina Caldwell</i>
2	02/27/18		9:22AM	02/27/18	3mins 2 sec	Patrina Caldwell	<i>Patrina Caldwell</i>
3	03/06/18		9:30AM	03/06/18	4mins 41sec	Patrina Caldwell	<i>Patrina Caldwell</i>

Off-Site with Transportation Evacuation

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Completion Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1							

of completed drills: [Click here to enter text.](#)