

**Henry Ford Academy: School for Creative Studies District
 Emergency Drill Schedule
 2018-2019
 Henry Ford Academy: Elementary School**

Fire Drill Schedule

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
3 Fire Drills Before December 1st.							
1	9/21/18		9:30AM	9/21/18	5min	K. Buchanan	J. D. Sumner
2	10/23/18		10:15AM	10/23/18	4min 32sec	K. Buchanan	J. D. Sumner
3	11/19/18		2:00PM	11/19/18	5min	K. Buchanan	J. D. Sumner
2 Fire Drills After December 1st.							
4	4/23/19	4/29/19	2:30PM	4/29/19	3min 44sec	K. Buchanan	J. D. Sumner
5	6/4/19	5/24/19	12:30PM	5/24/19	4min 15sec	K. Buchanan	J. D. Sumner

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	3/19/19		10:00AM	3/19/19	3min 48sec	K. Buchanan	A. D. Bremer
2	4/9/19	5/20/19	10:00AM	5/20/19	4min 32sec	K. Buchanan	A. D. Bremer

Lock-Down Drill Schedule

Note: One (1) by December 1st (1) after January 1st (1) during lunch or recess when a significant number 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	11/26/18		2:30PM	12/12/18	3min 48sec	K. Buchanan	A. D. Bremer
2	1/22/19	2/22/19	9:30AM	2/22/19	4min	K. Buchanan	A. D. Bremer
3	5/17/19	5/7/19	12:30PM	5/7/19	3min 35sec	K. Buchanan	A. D. Bremer