

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

School Name: University Prep Science & Math Middle School Academic Year 2017-2018

School Administrator Signature: [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	9/20/17	1:15 PM	[Signature]	D. Douglas	Good
2 of 5	9/29/17	11:28 AM	[Signature]	D. Douglas	Good
3 of 5	10/12/17	2:02 PM	[Signature]	D. Douglas	Good

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	2/6/18	11:17 AM	A. D. M. [Signature]	D. Douglas	Great
5 of 5	4/27/18	1:40 PM	A. D. M. [Signature]	D. Douglas	Good

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	3/29	10 AM	A. D. M. [Signature]	D. Douglas	Great

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	6/15/18	9:45 AM	A. D. M. [Signature]	D. Douglas	Great

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	11/20/17	1:00	Anthony D. McElfer	[Signature]	Intruder 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	1-19-18	2:00	Anthony D. McElfer	[Signature]	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	6/1/18	9:45	Anthony D. McElfer	[Signature]	Leak

***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
Fire	9/29	11:28 AM	Jack O'Flynn	[Signature]	Lunch