

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

School Name: VPSM MS Academic Year 2018-2019

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	9/21/18	1:00 PM	Alex D. Metzger	[Signature]	Good
2 of 5	9/28/18	11:27 AM	Alex D. Metzger	[Signature]	Excellent
3 of 5	10/15/18	1:30 PM	Alex D. Metzger	[Signature]	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	5/13/19	10:29 AM	Alex D. Metzger	[Signature]	Good
5 of 5	6/17/19	9:05 AM	Alex D. Metzger	[Signature]	Excellent

**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	3/8/19	2:15 PM	Alex D. Metzger	[Signature]	Excellent

**1 Additional Tornado Drill:**

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	6/14/19	9:05 AM	Alex D. Metzger	[Signature]	Excellent

**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	11/20/18	2:30 pm	Avery D. Metzger	D. Douglas	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	2/27/19	10:25 AM	Avery D. Metzger	D. Douglas	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	5/11/19	9:00 AM	Avery D. Metzger	D. Douglas	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
Fire	9/25/18	11:27 AM	Avery D. Metzger	D. Douglas Jr.	Lunch