

**University Preparatory Art & Design
Fire, Tornado, and Shelter-in-Place Drill Report Form**

School Name: University Preparatory Art & Design Middle & High Schools Academic Year: 2019-2020

School Administrator Signature: *Giovanni R. Thomas*

****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 | 10/9/19 | 9:30am | Giovannie Thomas | <i>Giovanni R. Thomas</i> | 5 minutes, 22 seconds |
| 2 of 5 | 10/22/19 | 10:30am | Giovannie Thomas | <i>Giovanni R. Thomas</i> | 4 minutes, 34 seconds |
| 3 of 5 | 11/19/19 | 9:30am | Giovannie Thomas | <i>Giovanni R. Thomas</i> | 3 minutes, 42 seconds |

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 of 5 | | | | | |

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 | | | | | |

1 Additional Tornado Drill:

| Tornado Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Comments |
|----------------------|------|------|---------------------------------------|---------------------------------|----------|
| 2 of 2 | | | | | |

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 | 12/25/19 | 9:30am | Giovannie L. Thomas | Giovannie L. Thomas | 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 | 1/17/20 | 9:30am | Giovannie L. Thomas | Giovannie L. Thomas | Intruder Drill |

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 | 2/21/20 | 9:42am | Giovannie L. Thomas | Giovannie L. Thomas | Intruder/weapon |

***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 |
|-------------------------------------|------|------|---------------------------------------|---------------------------------|--------------------------------------|
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