

# FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2016-2017

\*Public Act 187 states in part that schools must conduct **five fire drills** (3 of the 5 are to be held by December 1), **two tornado drills** (at least one is to be conducted during March) **and three shelter-in-place drills** (at least one is to be conducted after January 1). A minimum of one of the ten drills must be held during a lunch or recess period, or at a time when a significant number of students are not gathered in the classroom

SCHOOL: St. Anselm Catholic Elementary School CITY: Dearborn Heights

ADMINISTRATOR'S SIGNATURE: Angela R. Kraetke, Principal DATE: September 22, 2016

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. Mon., Sept. 12, 2016	8:00 AM	54 seconds	145	Staff and students were warned ahead of time. Everyone cooperated well.
2. Tues., Sept. 20, 2016	8:20 AM	55 seconds	145	Staff and students were not warned ahead of time. Everyone did a great job!
3.				
4.				
5.				
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1.				
2.				
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. Fri., Sept. 9, 2016	1:00 PM	Intruder	145	Staff and students moved quickly. It was less than a minute. The first grade door was left unlocked.
2.				
3.				

Post a copy of this file on your school website.  
At end of school year, mail copy of the form to:

Phys. Ed., Health/Safety Office  
305 Michigan Avenue - 7th floor  
Detroit, MI. 48226