

# 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: June 8, 2017

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. Wed., Oct. 12, 2016	10:15 AM	64 seconds	145	Students moved slower this time. Middle School left books in the middle of the hallway due to drill in the middle of classes changing.
4. Thurs., April 27, 2017	12:05 PM	35 seconds	140	This drill was the best yet, and it was during lunch. Students walked quickly and listened.
5. Wed., May 17, 2017	2:00 PM	45 seconds	140	This drill was very successful. The students walked and listened.
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. Wed., Sept. 28, 2016	10:30 AM	50 seconds	145	Teachers and students moved quickly.
2. Tues., March 7, 2017	1:30 PM	30 seconds	144	Teachers and students were quick and quiet. They did a great job.
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. Tues., Oct. 25, 2016	10:00 AM	Intruder	145	Excellent Drill! It was only 40 seconds before doors were locked and lights off.
3. Tues., Jan. 17, 2017	2:15 PM	Intruder	138	This drill was complete in less than a minute. All doors were locked and lights were off.

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