

# FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2018-2019

\*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: March 5, 2019

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. Thurs. Sept. 20, 2018	8:00 AM	60 seconds	130	Drill went well for the first one.
2. Wed. Sept. 26, 2018	8:00 AM	60 seconds	133	Drill went well. We need to move quicker.
3. Fri. Oct. 19, 2018	2:00 PM	55 seconds	131	Drill went better. Younger students were able to move faster.
4.				
5.				
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. Fri. Nov. 9, 2018	1:00 PM	64 seconds	133	Drill was well executed.
2. Mon. March 4, 2019	9:00 AM	60 seconds	130	Drill was well executed. Students know where to sit and how to cover their heads.
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. Wed. Sept. 12, 2018	1:30 PM	Intruder	129	Drill was quick. Doors were closed in 20 seconds. Two doors were left unlocked.
2. Wed. Jan. 16, 2019	10:00 AM	Intruder	133	Drill was well executed- all doors were locked.
3. Tues. Feb. 5, 2019	8:30 AM	Intruder	133	Drill was quickly executed. Our staff and students did a great job.

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