

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

School Name: Concord Academy Bayne

Academic Year 2017-18

School Administrator Signature: Holly Theile

*****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 | 9-13-17 | 2:00pm | Holly Theile | Holly Theile | 49.07 seconds out of building |
| 2 of 5 | 10-3-17 | 1:00pm | Holly Theile | Holly Theile | 51.20 seconds out of building |
| 3 of 5 | 11-3-17 | 11:00AM | Holly Theile | Holly Theile | 48.52 seconds out of building |

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 | 3-22-18 | 2:30pm | Holly Theile | | |
| 5 of 5 | 6-4-18 | 8:30AM | Holly Theile | | |

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 | 10-23-17 | 9:30AM | Holly Theile | Holly Theile | 1.27 seconds |

1 Additional Tornado Drill:

| Tornado Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Comments |
|----------------------|--------|--------|---------------------------------------|---------------------------------|--------------|
| 2 of 2 | 3-7-18 | 2:00pm | Holly Theile | Holly Theile | 1.02 seconds |

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 | 11-7-17 | 10:00 AM | Holly Theile | Holly Theile | 423 seconds |

all locked
drug day here + checked

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 | 1-18-18 | 1:45 pm | Holly Theile | Holly Theile | 33.59 seconds |

all locked

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 | 2-9-18 | 12:30 pm | Holly Theile | Holly Theile | 45.13 seconds |

***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 |
|-------------------------------------|--------|----------|---------------------------------------|---------------------------------|--------------------------------------|
| Lock-down | 2-9-18 | 12:30 pm | Holly Theile | Holly Theile | Lunch |