

FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM

ACADEMIC YEAR 2017-2018

***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: Most Holy Trinity School

CITY: Detroit, MI

ADMINISTRATOR'S SIGNATURE: 

DATE: 5/16/18

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. August 31, 2017	9:00am	2:25	158	All doors closed some windows open. Safe evacuation to assigned areas
2. September 28, 2017	9:00am	1:53	142	Most doors closed one open, Some windows open. Safe evacuation to assigned areas
3. October 26, 2017	9:00am	1:50	150	All doors closed some windows open. Safe evacuation to assigned areas
4. April 26, 2018	11:15am	2:15	125	All were evacuated safely into assigned areas. All doors closed.
5. May 17, 2018	12:20pm	1:44	159	All students and staff evacuated, lights left on and windows from classroom were open.
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. November 10, 2017	1:00pm	2:51	141	All classrooms evacuated students sheltered in hallways
2. March 27, 2018	9:00am	2:58	138	All classrooms evacuated doors closed students sheltered in hallways.
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. November 6, 2017	9:00am		138	All doors were locked. One classroom had the lights on.
2. January 10, 2018	2:10pm		132	One classroom door open with two classroom lights on.
3. February 22, 2017	9:00am		139	All doors locked. One classroom had lights on, One student found in hallway. One teacher open door when knocked.

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