

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

School Name: Trix Performance Academy

Academic Year 2014-2015

School Administrator Signature: Amy Bee

*****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 | 8-14-14 | 3:05p | Amy Bee | AmyBee | 1 min 55 sec 164 students - notified Fire dispatch |
| 2 of 5 | 9-5-14 | 11:28p | Amy Bee | AmyBee | 4 min (too long) rd dot 278 students - notified Fire dispatch |
| 3 of 5 | 9-5-14 | 3:30p | Amy Bee | AmyBee | 1 min 40 sec (much better) 278 students notified Fire Dispatch |

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 | 3-25-15 | 4:10pm | Amy Bee | AmyBee | 1 min 31 sec Great Job! Notified Fire Dispatch |
| 5 of 5 | 4-22-15 | 2:30pm | | | |

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 | 3-26-15 | 9:30a | | | |

1 Additional Tornado Drill:

| Tornado Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Comments |
|----------------------|----------|--------|---------------------------------------|---------------------------------|-----------------------------------|
| 2 of 2 | 11-24-14 | 3:00pm | AmyBee | AmyBee | 1 min 44 sec Notified dispatch |

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 | 11-17-14 | 2:30pm | Amy Gee | AmyGee | outside gunmen notified police dispatch |

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 | 1-27-15 | 2:30p | Amy Gee | AmyGee | intruder - papers were all present |

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 | 2-3-15 | 9:30 a | | | |

all clear - teachers need more green/red paper all doors locked.

***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 |
|-------------------------------------|--------|-------|---------------------------------------|---------------------------------|--------------------------------------|
| Fire | 9-5-14 | 11:28 | Amy Gee | AmyGee | Lunch/Recess |