

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

School Name: Stewart Performance Academy Academic Year 2015-2016

School Administrator Signature: [Signature]

****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	8-28-15	2:09pm	Detra Coleman	[Signature]	3 min. 39 sec.
2 of 5	9-18-15	10:00am	Detra Coleman	[Signature]	3 min. 23 sec.
3 of 5	10-9-15	10:16am	Detra Coleman	[Signature]	3 min. 36 sec.

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	5-13-16	2:27pm	Detra Coleman	[Signature]	3 min 43 sec.
5 of 5	6-2-16	1:53pm	Detra Coleman	[Signature]	3 min 20 sec.

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	3-9-16	3:20pm	Detra Coleman	[Signature]	3 min 27 sec.

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	4-14-16	2:10pm	Detra Coleman	[Signature]	3 min 56 sec.

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	9-8-15	2:38pm	Detra Coleman	<i>Detra Coleman</i>	Intruder 212 Student Council 3 minutes

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	1-13-16	2:25pm	Detra Coleman	<i>Detra Coleman</i>	Intruder 246 Student Council 3 minutes

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	2-22-16	1:57pm	Detra Coleman	<i>Detra Coleman</i>	Intruder 264 Student Council 2 minutes 40 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
Fire	6-2-16	1:53pm	Detra Coleman	<i>Detra Coleman</i>	Recess and Fitness held outside