

# FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR 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:** Holy Name Catholic School **CITY:** Birmingham

**ADMINISTRATOR'S SIGNATURE:** DeAnn Brzezinski **DATE:** 2017-2018

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 9/8/2017	2:30PM	1 minute 49 seconds	276	Very quiet & orderly In the middle of exchanging classes. All students exited quickly.
2. 9/18/2017	2:30PM	1 minute 38 seconds	274	
3. 10/12/2017	1PM	1 minute 39 seconds	269	Very quiet and orderly
4.				
5.				
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. 11/2/2017	1:30PM	5 minutes 3 seconds	271	Orderly and quiet
2. 3/14/2018	8:30AM	4 minutes 50 seconds	264	Very quiet and orderly
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. 10/25/2017	10AM	Interior Lockdown	278	Very quiet
2. 1/19/2018	9:30AM	Interior Lockdown	279	Completed quickly.
3. 2/28/2018	2PM	Interior Lockdown	275	Completed quickly and quietly