

**FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM
FOR ACADEMIC YEAR 2016 – 2017**

***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** (as 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: St. Germaine Catholic School

City: St. Clair Shores

Administrator's Signature _____

Date August 2016

Date of Fire Drill	Time of Drill	Minutes to Evacuate	Number of People Evacuated	Comments
1. September 1, 2016	2:30pm	1 min. 6 sec.	164	Good drill
2. September 15, 2016	2:30pm	1 min. 12 sec.	182	Good drill
3. October 19, 2016	10:30 am	1 min. 10 sec.	185	During class exchange—good drill
4. March 21, 2017	1:00pm	58 seconds	182	During class exchange
5. April 26, 2017	11:55pm	49 seconds	102 (69 were outside for recess)	During lunch hour
Date of Tornado Drill	Time of Drill	Minutes to Shelter	Number of People Sheltered	Comments
1. September 15, 2016	2:40pm	1 min. 25 sec.	182	Made adjustments for students in Art and Music classrooms to avoid skylights
2. March 21, 2017	9:45am	1 min. 21 sec.	195	Relocated middle school students to safer zone
Date of Shelter-In-Place Drill	Time of Drill	Reason for Drill (i.e. hazardous, weapons, intruder)	Number of People Sheltered	Comments
1. October 19, 2016	10:40 am	intruder	181	Clear items to allow shades to close all the way.
2. January 9, 2017	2:20 pm	intruder	176	Door key to computer lab needed to be kept in room. Push shades against window.
3. March 21, 2017	9:55am	Unsafe situation in neighborhood	195	

Post a copy of this file on your school web site, keep on website for 3 years

At the end of the school year mail a copy of this form to:

Phys. Ed., Health/Safety Office
305 Michigan Avenue – 7th Floor
Detroit, MI 48226