

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

School Name: University Prep Science & Math HS

Academic Year 2017/18

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	9/18/17	10:30am	Darius Waters	[Signature]	
2 of 5	9/27/17	12:37pm	Darius Waters	[Signature]	
3 of 5	10/16/17	1:37pm	Darius Waters	[Signature]	

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	12/20/17	1:37pm	Darius Waters	[Signature]	
5 of 5	1/10/18	2:35pm	Darius Waters	[Signature]	

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	3/14/18	9:40	Darius Waters	[Signature]	

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	4/19/18	1:45pm	Darius Waters	[Signature]	

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	11/22/17	8:00am	Larvin Waters	[Signature]	gas leak

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	1/24/18	10:00am	Larvin Waters	[Signature]	Intruder

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	4/25/18	1:00pm	Donna [Signature]	[Signature]	weapon

***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	10/14/17	1:37pm	Larvin Waters	[Signature]	Lunch