

FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2023-2024

***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: St. Augustine **CITY:** Richmond

ADMINISTRATOR'S SIGNATURE: Emily Lenn

DATE: September 1, 2023

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 09/12/2023	10:45am	1 minute 44 seconds	202	Need to stay in straight lines with their grade & less talking
2. 10/04/2023	2:10pm	1 minute 30 seconds	200	one student in hall and went with another class; very mooth
3. 11/13/2023	9:00am	1 minute 32 seconds	180	very quick and quiet
4.				
5.				
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. 09/28/2023	2:15pm	Lock Down	200	pretty smooth
2.				
3.				
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. 10/26/2023	11:10am	1 minute 40 seconds	204	Middle School was confused and did not know where to go
2.				
3.				
4.				
Date of Church Drill	Time of Drill	Minutes to evacuate	Number of people sheltered	Comments
1. 01/11/2024	9:15am	1 minute 23 seconds		very smooth despite snow and ice

**Post a copy of this file on your school website.
At end of school year, mail copy of the form to:**

**305 Michigan Avenue - 7th floor
Detroit, MI. 48226**