FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM
FOR ACADEMIC YEAR 2026-2027

***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:**

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 09/11/2026	10:45 am	1 minute 59 seconds	235	Quiet & orderly. Expect a faster evacuation next time.
2. 10/05/2026	2:10pm	1 minute 46 seconds	230	Quicker and quieter.
3. 11/3/2026	9:00am	1 minute 34 seconds	227	very quick and quiet; no issues
4.				
5.				
6.				
7.				
Date of Lockdown Drill	**Time of drill**	**Reason for drill (i.e. hazardous, weapons, intruder)**	**Number of people sheltered**	**Comments**
1. 09/21/2026	2:15pm	internal threat, barricade	232	first grade a little noisy but overall drill
2.				
3.				
Date of Tornado Drill	**Time of drill**	**Minutes to shelter**	**Number of people sheltered**	**Comments**
1. 10/20/2026	11:15am	3 minutes	233	2 classes outside; some classes in specials with confusion where to go
2.				
3.				
Date of Church Drill	**Time of Drill**	**Minutes to evacuate**	**Number of people involved**	**Comments**
1. 10/29/26	9:15 am	3 minutes 46 seconds	175	Practiced Shelter & Evacuation drill- exit through sacristy took more time
2.				
Date of Hold Drill	**Time of Drill**	**Minutes to shelter**	**Number of people involved**	**Comments**

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

1. 10/19/26	10:45 am	10 seconds	230	Group attendance procedure ran well.
2.				

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