

FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2024-2025

***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. 09/11/2024	10:45am	1 minute 50 seconds	240	Bottle nosed near ramp and slight talking in that area
2. 10/04/2024	2:15pm	1 minute 45 seconds	235	All went smoothly.
3. 11/12/2024	9:00am	1 minute 31 seconds	232	very quiet & quick
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. 09/30/2024	2:15pm	internal threat - barricade	230	Very smooth
2. 11/22/2024	10:00am	evacuation 1 minute 34 seconds	224	quick and efficient 4 minutes for entire drill
3. 02/25/2025	12:50pm	external threat	232	all went well
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. 10/29/2024	10:50am	2 minutes	235	Quick, quiet
2. 03/11/2025	1:00pm	1 minutes 35 seconds	244	went smooth; very quiet
3.				
Date of Church Drill	Time of Drill	Minutes to evacuate	Number of people sheltered	Comments
1.				

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