

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

School Name: Arbor Academy

Academic Year 2018-19

School Administrator Signature: Brandy Resman

*****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	9/14/18	10am	Brandy Resman	Brandy Resman	2:45 to evacuate
2 of 5	10/22/18	9:20am	Brandy Resman	Brandy Resman	1:25 to evacuate
3 of 5	11/7/18	2:34pm	Brandy Resman	Brandy Resman	1:00 to evacuate

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	3/13/19	1:50pm	Brandy Resman	Brandy Resman	1:10 to evacuate
5 of 5	5/17/19	12:17pm	Brandy Resman	Brandy Resman	1:25 to evacuate

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	3/4/19	10:00	Brandy Resman	Brandy Resman	45 seconds to shelter

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	4/11/19	1:10pm	Brandy Resman	Brandy Resman	50 seconds to shelter

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	10/11/18	9:00am	Brandy Resman	Brandy Resman	1 min. 12 sec. Inside intruder

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	1/22/19	10:00	Brandy Resman	Brandy Resman	1 min. 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	3/19/19	2:30pm	Brandy Resman	Brandy Resman	Inside intruder 1 min

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	5/17/19	12:17pm	Brandy Resman	Brandy Resman	Lunch & Recess