

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

School Name: Forest Academy

Academic Year 2020-2021

School Administrator Signature: Megan Waters

*****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	9/15/20	10:30	Meghan Waters	Megan Waters	Class Time
2 of 5	10/8/20	9:10	Meghan Waters	Megan Waters	(K-2 Class) (3-5 Breakfast) (6-8 Class)
3 of 5	10/28/20	11:00	Meghan Waters	Megan Waters	Class Time

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	3/4/21	2:00	Meghan Waters	Megan Waters	Class Time
5 of 5	4/8/21	10:00	Meghan Waters	Megan Waters	(K-5 Class) (6-8 Breakfast)

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	3/24/21	2:30	Meghan Waters	Megan Waters	Class Time

1 Additional Tornado Drill:

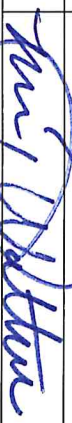
Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	9/29/20	9:00	Meghan Waters	Megan Waters	(K-2 Halls) (3-5 Breakfast) (6-8 Class)

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	11-12-20	11:15	Meghan Matters		Intruder

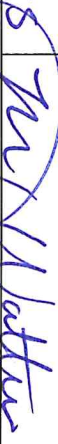
1 Shelter-in-Place after January 1:

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	2-24-21	1:45	Meghan Matters		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	12/17/2020	2:30	Meghan Matters		Intruder

*****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	10/8/2020	9:10	Meghan Matters		Breakfast/Halls