

# FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2020 - 2021

A minimum of five (5) fire drills are required for each school year. Three of the five are to be held by December 1 of the school year; two are to be held during the remaining part of the school year, with reasonable spacing between each drill.

- A minimum of two (2) tornado drills are required for each school year; at least one is to be conducted during March of the school year.
- A minimum of three (3) lockdown drills are required each school year; at least one is to be conducted by December 1 of the school year; at least one is to be conducted after January 1, with a reasonable spacing between each drill.
- At least one of the 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. EDITH SCHOOL:**

**CITY:** **LIVONIA**

**ADMINISTRATOR'S SIGNATURE:** \_\_\_\_\_

**DATE:**

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 11/2/2020	10:00 am	2 ½ minutes	165	First Fire Drill of the school year. All students stayed socially distanced.
2. 11/2/2020	1:00 pm	2 minutes	165	Students did a good job. Students in hallway knew what to do. Students were quiet and social distanced.
3. 11/17/2020	1:00 pm	2:10 minutes	165	Students did a good job. Quiet and orderly. Students also watched their distance.
4.				

Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1.				
2.				

Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1.				
2.				
3.				

Keep a copy on file for Fire Inspector and Central School Office information.  
At end of school year, mail copy of the form to: 305 Michigan Avenue - 7th floor

Phys. Ed., Health/Safety Office  
Detroit, MI. 48226