

# FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2014-2015

**\*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. Hugo of the Hills CITY: Bloomfield Hills

ADMINISTRATOR'S SIGNATURE: *Dr. Margaret J. Selzer* DATE: 6/2/15

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 9/9/14	10:30	2 minutes, 15 seconds	533	All went well
2. 9/25/14	14:15	2 minutes, 15 seconds	561	All went well
3. 10/22/14	14:30	2 minutes, 10 seconds	524	All went well
4. 4/17/15	14:25	2 minutes, 5 seconds	552	All went well
5. 6/2/15	10:30	2 minutes, 0 seconds	564	All went well
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. 11/11/14	14:15	3 minutes, 15 seconds	548	All went well
2. 3/25/15	14:45	3 minutes, 0 seconds	566	All went well
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. 11/3/14	9:25	Intruder	548	All went well
2. 1/13/15	14:00	Intruder	564	All went well
3. 5/26/15	13:30	Hazardous materials	575	All went well

Post a copy of this file on your school website.  
At end of school year, mail copy of the form to:

Phys. Ed., Health/Safety Office  
305 Michigan Avenue - 7th floor  
Detroit, MI. 48226