

FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM

FOR ACADEMIC YEAR 2023/2024

***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. Edward on the Lake Catholic School **CITY:** Lakeport

ADMINISTRATOR'S SIGNATURE: _____ **DATE:** _____

| Date of Fire Drill | Time of drill | Minutes to evacuate | Number of people evacuated | Comments |
|--------------------------------|---------------|---|----------------------------|----------|
| 1. 9/11/2023 | 9:00 a.m. | 1:58 | 100 | |
| 2. 10/4/2023 | 8:45 a.m. | 1:43 | 102 | |
| 3. 10/24/2023 | 1:00 p.m. | 1:52 | 94 | |
| 4. 4/5/2024 | 10:05 a.m. | 1:55 | 100 | |
| 5. 5/8/2024 | 1:20 p.m. | 1:51 | 102 | |
| Date of Tornado Drill | Time of drill | Minutes to shelter | Number of people sheltered | Comments |
| 1. 9/20/2023 | 8:30 a.m. | 1:10 | 102 | |
| 2. 3/20/2024 | 1:00 p.m. | 1:05 | 98 | |
| Date of Shelter-in-Place Drill | Time of drill | Reason for drill (i.e. hazardous, weapons, intruder) | Number of people sheltered | Comments |
| 1. 9/8/2023 | 10:30 a.m. | Lockdown | 84 | |
| 2. 9/26/2024 | 1:00 p.m. | Lockdown | 98 | |
| 3. 4/9/2024 | 12:10 p.m. | Lockdown | 96 | |

Post a copy of this file on your school website.
It needs to remain on your website for three years.