

FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM FOR ACADEMIC YEAR 2015-2016

***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: Holy Name Catholic School **CITY:** Birmingham

ADMINISTRATOR'S SIGNATURE: DeAnn Brzezinski **DATE:** 2015-2016

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 9/14/15	9AM	2 minutes	293	Academy students were in the middle of an exchange. We located students who exited with other staff members.
2. 9/24/15	1:30PM	2 minutes 2 seconds	282	Students were quiet and exited quickly
3. 10/07/2015	1PM	2 minutes 1 second	269	Students were quiet and exited quickly.
4. 4/8/2016	8:30AM	1 minute 39 seconds	285	Students were quiet and staff were equipped with safety bags.
5. 4/12/2016	2:03PM	1 minute 43 seconds	246	Birmingham Fire Department was on scene.
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. 11/5/15	1:35PM	2 minutes 5 seconds	283	Very quiet and orderly
2. 3/14/2016	9:10A	1 Minute 52 seconds	285	Very quiet and orderly
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. 10/28/2015	11:25	Intruder in the building	288	This was during our lunch hour.
2. 1/13/2016	11:20	Exterior Lockdown	285	During lunch hour
3. 2/26/2016	2PM	Intruder in the building	248	Completed quietly and quickly