

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

School Name: Hankey International Academy

Academic Year 2022-2023

School Administrator Signature: Jenna McGregor

\*\*\*\*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	9/21/22	3.48	McGregor	Jenna McGregor	
2 of 5	10/25/22	3.37	McGregor	Jenna McGregor	
3 of 5	11/29/22	3.06	McGregor	Jenna McGregor	

**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	3/21/23	3.26	McGregor	Jenna McGregor	
5 of 5	6/14/23	2.22	McGregor	Jenna McGregor	

**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	10/18/22	6.35	McGregor	Jenna McGregor	

**1 Additional Tornado Drill:**

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	6/12/23	10 <sup>30</sup> am	McGregor	Jenna McGregor	

**SHELTER-IN-PLACE (3 total):**

1 Shelter-in-Place by December 1:

Drill Number	1 of 3	Date	12/1/22	Time	10-10 <sup>am</sup>	Name of Individual in Charge of Drill	MacGregor	Signature of Principal/Designee		Reason for Drill (i.e. gas leak, intruder, weapons)
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1 Shelter-in-Place after January 1:

Drill Number	2 of 3	Date	1/12/23	Time	8:30	Name of Individual in Charge of Drill	MacGregor	Signature of Principal/Designee		Reason for Drill (i.e. gas leak, intruder, weapons)
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1 Additional Shelter-in-Place:

Drill Number	3 of 3	Date	5/31/2023	Time	1pm	Name of Individual in Charge of Drill	Down	Signature of Principal/Designee		Reason for Drill (i.e. gas leak, intruder, weapons)
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\*\*\*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)	Fire	Date	10/05/22	Time	3:37	Name of Individual in Charge of Drill	MacGregor	Signature of Principal/Designee		Lunch, Recess, other? Please specify	lunch
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