

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

School Name: Hanley International Academy

Academic Year 2023-24

School Administrator Signature: [Signature]

*****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 | 9-15-23 | 10:45 1:58 | FOWKE | [Signature] | |
| 2 of 5 | 10-24-23 | 2.29 | J. McGregor | [Signature] | |
| 3 of 5 | 11/15/24 | 2.48 | J. McGregor | [Signature] | |

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 | 4-22-24 | 3.04 | J. McGregor | [Signature] | |
| 5 of 5 | 6/11/24 | 2.12 | J. McGregor | [Signature] | |

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 | 10/3/23 | 7.38 | J. McGregor | [Signature] | 10/3/23 |

1 Additional Tornado Drill:

| Tornado Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Comments |
|----------------------|--------|------|---------------------------------------|---------------------------------|----------|
| 2 of 2 | 3/8/24 | 7.33 | B. Dunn | [Signature] | 3/8/24 |

SHELTER-IN-PLACE (3 total):

1 Shelter-in-Place by December 1:

| Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Reason for Drill (i.e. gas leak, intruder, weapons) |
|--------------|----------|----------|---------------------------------------|---------------------------------|---|
| 1 of 3 | 10/13/24 | 10:30 am | J. McGregor | <i>J. McGregor</i> | 10/13/24 ALICE DRILL |

1 Shelter-in-Place after January 1:

| Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Reason for Drill (i.e. gas leak, intruder, weapons) |
|--------------|---------|----------|---------------------------------------|---------------------------------|---|
| 2 of 3 | 2/10/24 | 10:30 am | J. McGregor | <i>J. McGregor</i> | ALICE DRILL |

1 Additional Shelter-in-Place:

| Drill Number | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Reason for Drill (i.e. gas leak, intruder, weapons) |
|--------------|---------|---------|---------------------------------------|---------------------------------|---|
| 3 of 3 | 4/16/24 | 1:30 pm | J. McGregor | <i>J. McGregor</i> | Alice Drill |

***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) | Date | Time | Name of Individual in Charge of Drill | Signature of Principal/Designee | Lunch, Recess, other? Please specify |
|-------------------------------------|---------|------|---------------------------------------|---------------------------------|--------------------------------------|
| Fire | 2/12/24 | 3:04 | J. McGregor | <i>J. McGregor</i> | MS SCHOOL LUNCH 1st-RECESS |