

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

School Name: St. Germaine Catholic School

Academic Year 2022-2023

School Administrator Signature: C. Maciejewski

*****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	9-22-22	10:00	Colleen Maciejewski	C. Maciejewski	
2 of 5	10-7-22	2:50	Colleen Maciejewski	C. Maciejewski	
3 of 5	10-26-22	11:00	Colleen Maciejewski	C. Maciejewski	

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	3-23-23	9:30	Colleen Maciejewski	C. Maciejewski	
5 of 5	4-21-23	1:00	Colleen Maciejewski	C. Maciejewski	

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	4-22-22	10:15	Colleen Maciejewski	C. Maciejewski	

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	3-23-23	9:30	Colleen Maciejewski	C. Maciejewski	

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	9-22-22	10:30	Colleen Maciejewski	C Maciejewski	

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	10-7-22	2:45	Colleen Maciejewski	C Maciejewski	

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	3-23-23	9:30	Colleen Maciejewski	C Maciejewski	

***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	4-21-23	1:00	Colleen Maciejewski	C Maciejewski	Passing in Hallways