



Emergency Drill Log – State of Michigan

School Name: Canton Prep

School Year: 2017-2018

First Day of School: 9/5/17

Last Day of School: 6/15/18

Fire Drills – Five per year; three by December 1st; two in spring semester; reasonable time between drills

Deadline	Scheduled Date	Actual Date	Time	Notification Method Used	Weather conditions	Time to complete evacuation	Staff Initials
Dec. 1st	9/14	9/14	9:45	Fire Alarm	Partly Sunny	2:20.55	JB
Dec. 1st	10/16	10/16	1:15	Fire Alarm	Sunny & Cool	2:24.02	JB
Dec. 1st	11/14	11/14	9:45	Fire Alarm	Sunny & Cld	2:15.07	JB
2 nd Sem.	4/19						
2 nd Sem.	5/4						

Tornado Drills – Two per year; one by December 1st; one in March

Deadline	Scheduled Date	Actual Date	Time	Notification Method Used	Weather conditions	Time to complete evacuation	Staff Initials
Dec. 1st	10/10	10/10	1:29	Announcement	Partly Cloudy	2:52.1	JB
March 31st	3/15						

Lockdown Drills – Three per year; one by December 1st; one after January 1st; one during passing time; one with coordination of local law enforcement

Deadline	Scheduled Date	Actual Date	Time	Notification Method Used	Time to complete drill	Staff Initials	Law Enforcement Signature
Dec. 1st	11/8	11/8	12:45	Announcement	1:02.51	JB	_____
June 1st*	2/20						
June 1st	4/26						

* Not before January 1st

Cooperation with local authorities is recommended for all drill types.

Certification of Completion (sign at end of year)

Signature of Staff Member Responsible for Drills: _____