

## Emergency Drills Report Form 2017 to 2018

Fire Prevention Act 207 Section 29.19 (as amended effective July 1, 2014) outlines the requirements for schools operating any of grades kindergarten to 12. The specific sections for Fire Drills, Tornado Drills and Lock Downs are listed below.

In addition, the following pertains to ALL DRILLS in Section 19 of the Act:

**Sec. 19 (6) A school that operates any of grades kindergarten to 12 shall conduct at least one (1) of the drills required by this section during a LUNCH or RECESS period, or at another time when a significant number of the students are gathered but not in the classroom.**

### Fire Drills

**Sec. 19 (3) A minimum of five (5) fire drills is required for each school year for a school that operates any of grades kindergarten to 12. Three (3) of the fire drills shall be held by December 1 of the school year, and two (2) shall be held during the remaining part of the school year, with a reasonable spacing interval between each drill.**

| Date     | Time Drill(s) Conducted | # of Participants | Evacuation Time | Comments                    |
|----------|-------------------------|-------------------|-----------------|-----------------------------|
| 10-9-17  | 8:45am                  | 385               | 3:15            | Remind staff to close doors |
| 10-11-17 | 10:00am                 | 384               | 3:04            | Review staff signals        |
| 10-12-17 | 12:30pm                 | 386               | 3:17            | Lunchtime drill             |
| 5-23-18  | 10:00am                 | 374               | 3:45            | Reviewed expectations       |
| 5-31-18  | 10:30 am                | 385               | 3:03            | Improved drill              |

### Tornado Drills

**Sec. 19 (4) A minimum of two (2) tornado safety drills is required for each school year. At least one (1) of the tornado safety drills shall be conducted during March of the school year.**

| Date    | Time Drill(s) Conducted | # of Participants | Response Time | Comments            |
|---------|-------------------------|-------------------|---------------|---------------------|
| 12-1-17 | 9:00am                  | 381               | 5:02          | Review expectations |
| 3-8-18  | 8:30am                  | 386               | 4:23          | Improved drill      |

**Lock Down Drills**

Sec. 19 (5) A minimum of three (3) drills in which the occupants are restricted to the interior of the building and the building secured is required for each school year at a school that operates any of grades kindergarten to 12. At least one (1) of these drills shall be conducted by December 1 of the school year, and at least one (1) shall be conducted after January 1 of the school year, with a reasonable spacing interval between each drill (please refer to the Act for more info regarding these drills)

| Date    | Time Drill(s) Conducted | Drill Conducted By: (Initial/Identify) | Comments                                   |
|---------|-------------------------|----------------------------------------|--------------------------------------------|
| 11-9-17 | 9:00am                  | JR                                     | Staff instructed to watch lockdown video.  |
| 2-13-18 | 9:30am                  | JR                                     | All but 2 classroom secure under 4 minutes |
| 4-16-18 | 10:00am                 | JR                                     | Improved drill                             |

Joy Preparatory Academy  
Josua Rev 1 6 15 2018  
 Administrator's Signature/Date

Please post this log on the Academy's website within 30 school days after the drill is completed and is maintained for at least three years.

Not later than September 15 of each school year, the chief administrator of a school shall provide a list of the scheduled drill days for the schools buildings operated by the school to the county emergency management coordinator.