

Emergency Drills Report Form 2023-24

Fire Prevention Act 4713 requires five (5) fire drills each school year – three (3) should be conducted by Dec 1, and two (2) drills during the remainder of the academic year. Two (2) in-building tornado safety drills (at least one (1) during March) and three (3) lock down drills (one(1) by December 1) One of drills shall take place during lunch time or when a significant number of students are not in classrooms.

Fire Drills -

Date	Time Drill(s) Conducted	# of Participants	Evacuation Time	Comments
9/20/23	9:00	39	1:39	
9/29/23	10:45	36	1:57	
10/5/23	10:00	39	1:58	One student was having a significant reaction to the alarm sound
10/27/23	10:00	34	1:32	
4/29/24	11:05	50	1:21	During A Lunch No negative reactions to the alarm sound Room 110B's door was left unlocked.

Lock Downs -

Date	Time Drill(s) Conducted	Drill Conducted By: (Initial/Identify)	Comments
11/10/23	12:00 (During B Lunch)	MP	Rm 104 was not locked, but the class was empty. One student yelled "Dont kill me" I followed up with the student.
12/5/23	9:00	MP	Monarch Room Door was not locked
2/7/24	12:30	MP	Things went well.

Clara B Ford Academy

Administrator's Signature/Date:

Keep a copy on file for Fire Inspector and Central School Office information

Emergency Drills Report Form 2023-24

Tornado Drills -

Date	Time Drill(s) Conducted	# of Participants	Response Time	Comments
1/12/24	10:00	42	4 mins	A few students needed to follow procedures. Talking and standing up.
3/5/24	10:30	59	1:04	Went much quicker than last time. Jessica made announcements to the classroom then in the hallway with instructions.

Clara B Ford Academy

Administrator's Signature/Date:

Keep a copy on file for Fire Inspector and Central School Office information