

St. Francis School Emergency Drills

Documentation Form

- | <u>Type of Drill</u> | <u>Time of Drill</u> |
|--|--|
| <input type="checkbox"/> Fire Drill (6 required) | <input checked="" type="checkbox"/> Standard |
| <input type="checkbox"/> Tornado Drill (2 required) | <input type="checkbox"/> Class Change |
| <input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill
(2 required) | <input type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: St. Francis of Assisi

Date of Drill: 9/6 Time drill was held: 9:30 (am/pm)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 367

Remarks: _____

This report is for emergency drill # 1 for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

Drill was coordinated with:

Emergency Management Coordinator
Name & Title _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title _____

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(2 required) | <input type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: St. Francis of Assisi

Date of Drill: 9/10/19 Time drill was held: 9:15 (am/pm)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 412

Remarks: _____

This report is for emergency drill # 2 for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

Drill was coordinated with:

- Emergency Management Coordinator
Name & Title _____
AND
- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____
OR
- Fire (fire chief or designee)
Name & Title _____

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| <input type="checkbox"/> Tornado Drill (2 required) | <input type="checkbox"/> Class Change |
| <input type="checkbox"/> Lock Down/Shelter in Place Drill
(2 required) | <input type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: St. Francis of Assisi

Date of Drill: 9/12/19 Time drill was held: 9:56 (am/pm)

Exact time required to evacuate/shelter/secure: 3:07

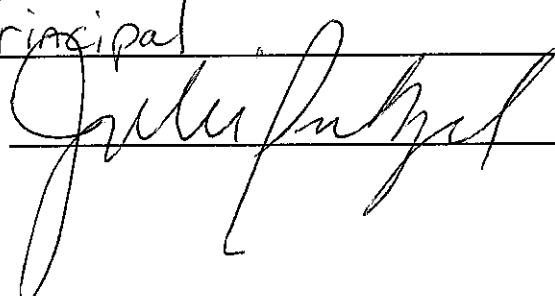
Total Participants: 396

Remarks: _____

This report is for emergency drill # 3 for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: 

Drill was coordinated with:

Emergency Management Coordinator
Name & Title _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title _____

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- Fire Drill (6 required)
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(2 required)

- Time of Drill
- Standard
 - Class Change
 - Recess
 - Other Events

Name of Reporting School: St. Francis of Assisi

Date of Drill: 10/21/19 Time drill was held: 8:55 (am/pm)

Exact time required to evacuate/shelter/secure: 3:06

Total Participants: 386

Remarks: late drill due to a safety issue.

This report is for emergency drill # 4 for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

Drill was coordinated with:

- Emergency Management Coordinator

Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title _____

OR

- Fire (fire chief or designee)

Name & Title _____

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| <input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill
(2 required) | <input type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: St. Francis of Assisi

Date of Drill: Nov 5 / 19 Time drill was held: 2:14 (am/pm) (pm)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 404

Remarks: _____

This report is for emergency drill # 5 for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: _____

Drill was coordinated with:

- Emergency Management Coordinator
Name & Title _____
- AND
- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____
- OR
- Fire (fire chief or designee)
Name & Title _____

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| <input type="checkbox"/> Lock Down/Shelter in Place Drill
(2 required) | <input checked="" type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: St. Francis of Assisi

Date of Drill: Nov 7/19 Time drill was held: 11:11 (am/pm)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 409

Remarks: See attached

This report is for emergency drill # 6 for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

Drill was coordinated with:

- Emergency Management Coordinator
Name & Title _____
- AND
- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____
- OR
- Fire (fire chief or designee)
Name & Title _____

fire drill at recess time today

1 message

Julie Pritzel <jpritzel@stfrancisaa.org>
To: Staff <staff@stfrancisaa.org>, lunch@stfrancisaa.org

Thu, Nov 7, 2019 at 1:53 PM

Good afternoon. Today we had our state required, lunch time fire drill. Some reminders for all of us and also, please let me know if you see any areas we can improve on (don't reply to all as this is to teachers and lunch parents) .

1. Specific students stationed in a classroom should go to their respective spot that belongs to the "classroom". Such as a 2nd grade class that is in music- go to the music outdoor location.

As another example, electives would normally go outside with their elective teachers. MS **lunch** students did what they were supposed to do by going to their homeroom spots.

2. If a fire alarm goes off during lunch/recess time, all homeroom teachers should go meet their homerooms once everyone has exited the building. PK-6th grade teachers **MUST** tell their lunch parents how many kids are in attendance prior to leaving for lunch.

3. Lunch parents- please make sure to review the safety signs that are up in the classroom as you begin your session. Also pay attention to the walkie talkie system for instances such as this.

Again, please email me anything else that comes to mind- please do not reply all so I can compile and reblast out an email if needed.

In peace,
Julie Pritzel

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Julie Fantone Pritzel
MA Educational Leadership
MA Reading Specialist
BA Elementary Education
Principal
St. Francis of Assisi Catholic School
734-821-2200 (School Office)
734-821-2202 (School Fax)
2270 E. Stadium Blvd.
Ann Arbor, MI 48104
<http://stfrancisaa2.com/school>

Learn, Care and Lead

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(2 required) | <input type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: St. Francis of Assisi

Date of Drill: 2/21/2020 Time drill was held: 1:14 (am/pm)

Exact time required to evacuate/shelter/secure: 3 minutes

Total Participants: 361 NO PK.

Remarks: Principal tied up in mtg ^
forgot to run drill at precisely 12:30pm.

This report is for emergency drill # _____ for school year 19/20.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

Drill was coordinated with:

- Emergency Management Coordinator
Name & Title _____
- AND
- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____
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- Fire (fire chief or designee)
Name & Title _____