

# FIRE, TORNADO and SHELTER-IN-PLACE DRILL REPORT FORM

## FOR ACADEMIC YEAR 2025 2026

**\*Public Act 187** states in part that schools must conduct **five fire drills** (3 of the 5 are to be held by December 1), **two tornado drills** (at least one is to be conducted during March) **and three shelter-in-place drills** (at least one is to be conducted after January 1). A minimum of one of the ten drills must be held during a lunch or recess period, or at a time when a significant number of students are not gathered in the classroom

**SCHOOL:** St. John Paul II Classical Catholic School **CITY:** Lincoln Park

**ADMINISTRATOR'S SIGNATURE:** Melissa A. Manczak **DATE:** 2025 2026

Date of Fire Drill	Time of drill	Minutes to evacuate	Number of people evacuated	Comments
1. 9/29/25	9:45am	2:50	90	timed until Green Cards up
2. 10/23/25	9:00am	1:45	90	went smoothly
3. 11/5/25	11:01am	1:50	90	went smoothly
4. 4/23/26	2:20pm	1:40	80	went very well
5. 5/13/26	12:25pm	1:12	80	moved quickly
Date of Tornado Drill	Time of drill	Minutes to shelter	Number of people sheltered	Comments
1. 3/11/26	9:11am	1:00	90	went smoothly
2. 5/13/26	12:17pm	1:25	80	went smoothly
Date of Shelter-in-Place Drill	Time of drill	Reason for drill (i.e. hazardous, weapons, intruder)	Number of people sheltered	Comments
1. 11/21/25	9:28am	hazardous	90	went very well
2. 1/20/26	2:55pm	intruder	90	went very well
3. 2/19/26	8:13am	intruder w/weapons	90	went very well

**Post a copy of this file on your school website.  
It needs to remain on your website for three years.**