

**Henry Ford Academy: School for Creative Studies District
Emergency Drill Schedule
2016-2017**

Henry Ford Academy: School for Creative Studies (middle/high school)

Fire Drill Schedule

Note: Three (3) must be conducted by December 1st. Two (2) during the remaining portion of the school year, with a reasonable spacing interval between each drill.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Evacuation Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1	10/14/16		10:00 am	10/14/2016	5 minutes	Joseph Hines	CT [Signature]
2	11/3/16		9:30 am	11/3/2016	5 minutes	James Pollard	CT [Signature]
3	11/22/16		2:00 pm	11/22/2016	4 minutes 30 seconds	James Pollard Abraham Miller	CT [Signature]
4	4/13/17						
5	6/2/17						

Tornado Drill Schedule

Note: One (1) of the two tornado drills must be conducted during the month of March.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Completion Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1	3/9/17						
2	3/23/17						

Lock-Down Drill Schedule

Note: One (1) by December 1; (1) after January 1; (1) during lunch or recess when a significant of students are gathered outside the classroom.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Completion Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1	11/21/2016		8:45 am	11/21/2016	5 minutes	Abraham Miller	CTP
2	1/12/2017		9:30	01/12/2017	4 minutes 30 seconds	Abraham Miller	CTP
3	02/17/2017		2:50	02/17/2017	5 minutes 30 seconds	Abraham Miller	CTP

Off-Site with Transportation Evacuation

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Completion Time	Name of Individual In Charge of Drill	Principal or Designee Signature
1							

of completed drills: [Click here to enter text.](#)