

**WESTON PREPARATORY ACADEMY**  
**School Year 2016 - 2017**  
**Emergency Drills Log Form**

**Post completed emergency drill log within 30 days after the drill is completed.**

**Fire Drills**

Five (5) fire drills are required each school year – three (3) shall be conducted by December 1<sup>st</sup>, and two (2) shall be held during the remainder of the academic year.

Date	Time Drill(s) Conducted	Evacuation Time	Conducted By: (Name and Position)	Signature	Comments
9-9-16	10:00 AM	3 Minutes	Mr. C. Powell/Dean of Students.	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill
9-13-16	9:30 AM	2.5 Minutes	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill
9-22-16	2:00 PM	3.5 Minutes	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill
10-6-16	12:45 PM	3.0 Minutes	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill
10-14-16	9:30 A.M.	3.0 Minutes	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill
4-11-17	2:00 P.M.	3.0 Minutes	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Great Drill w/ 2 exits blocked, no problems

**Tornado Drills**

Two (2) in-building tornado safety drills (at least one in March).

Date	Time Drill(s) Conducted	Response Time	Conducted By: (Name and Position)	Signature	Comments
9-27-16	12:15 PM	Immediate	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Held during MS Lunch, Excellent Drill Response
11-3-16	10:00 AM	Immediate	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill w/ 1 minor problem - Corrected
3-20-17	8:30 PM	Immediate	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill w/ 1 minor problem - Corrected

**Lock Down/Secure Mode/Hazardous Materials Drills**

Three (3) drills where occupants are restricted to the interior of the building and the building is secured- such as lock down, secure mode and release of hazardous materials drills. At least one (1) drill shall be conducted by December 1<sup>st</sup> and one (1) conducted after January 1<sup>st</sup>.

Date	Time Drill(s) Conducted	Conducted By: (Name and Position)	Signature	Comments
9-30-16	10:15 AM	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good drill two minor problems-Corrected
10-5-16	1:00 PM	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Drill during class change two problems-to be corrected immediately.
1-13-17	12:45 PM	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good Drill one minor problem-Corrected

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**Bomb Drill**

One (1) drills where occupants are restricted to the interior of the building and the building is secured- such as lock down, secure mode and release of hazardous materials drills

Date	Time Drill(s) Conducted	Conducted By: (Name and Position)	Signature	Comments
10-13-16	1:00 PM	Mr. C. Powell/Dean of Students	<i>Mr. Charles E. Powell, Jr.</i>	Good drill staff learned the hazard of opening a strange object out of place in/or near their room.

*Yvonne McClean*, Principal

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Administrator's Signature/Date