

Weston Preparatory Academy  
 School Year 2019 - 2020  
**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
9/5/19	10:10 a.m.	2 mins 22 secs	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Fair drill
9/11/19	10:35 a.m.	1 min 38 secs	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Great drill
9/19/19	12:53 p.m.	1 min 35 secs	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Great drill
9/27/19	1:10 p.m.	1 min 34 secs	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Great drill
			Farrah Adams Asst. Principal		
			Farrah Adams Asst. Principal		

**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
9/25/19	12:19 p.m. ( During middle school lunch)	2 mins	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Good drill
			Farrah Adams Asst. Principal		

			Farrah Adams Asst. Principal		
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**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
9/17/19	10:15 a.m.	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Good drill
1/14/20	2:10 p.m.	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Good drill
3/3/20	9:15 a.m.	Farrah Adams Asst. Principal	<i>Farrah Adams</i>	Good drill
		Farrah Adams Asst. Principal		

**Equipment Checks**

		Farrah Adams Asst. Principal		
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Administrator's Signature/Date