

Weston Preparatory Academy  
 School Year 2020 - 2021  
**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
9/15/20	10:05 a.m.	1 mins 17 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good drill
9/22/20	1:45 p.m.	1 min 44 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
9/24/20	12:45 p.m.	1 min 37 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
9/28/20	1:15 p.m.	1 min 19 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
4/19/21	2:00 p.m.	1 min 33 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill

**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
9/29/20	12:15- Middle School lunch	2 mins	Farrah Adams Principal	<i>Farrah Adams</i>	Good Drill
3/22/21	1:30 p.m.	3 mins 15 secs	Farrah Adams Principal	<i>Farrah Adams</i>	Good Drill

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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
9/23/20	1:45 p.m.	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
3/17/21	1:45 p.m.	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill

**Equipment Checks**

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\_\_\_\_\_ *Farrah Adams* \_\_\_\_\_ / \_\_/

Administrator's Signature/Date