

Weston Preparatory Academy
 School Year 2022 - 2023
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 1st, 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
9/13/22	10:10am	1 min 50 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good drill
9/21/22	10:30am	1 min 16 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
9/29/22	12:45 pm	1 min 40 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
10/3/22	1:45 pm	1 min 24 secs	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
5/15/23	10:30a.m.	1 min 31 sec	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
			Farrah Adams Principal	<i>Farrah Adams</i>	

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
9/26/22	12:15pm- During lunch	2 mins	Farrah Adams Principal	<i>Farrah Adams</i>	Good drill
3/16/23	1:30 pm	1 min 55 secs	Farrah Adams Principal	<i>Farrah Adams</i>	Good Drill

			Farrah Adams Principal	<i>Farrah Adams</i>	
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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 1st and one (1) conducted after January 1st.

Date	Time Drill(s) Conducted	Conducted By: (Name and Position)	Signature	Comments
9/20/22	10:15am	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good drill
4/10/23	11:00am	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill
5/26/23	1:00 pm	Tracy Parker Assistant Principal	<i>Tracy Parker</i>	Good Drill

Equipment Checks

9/1/22 & 5/26/23		Shaquile Phillips	<i>Shaquile Phillips</i>	Good Condition
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_____ *Farrah Adams* 5/26/23 _____

Administrator's Signature/Date