

Weston Preparatory Academy  
 School Year 2025 - 2026  
**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
9/9/25	12:30am	1:41 sec	Farrah Adams-Principal	<i>Farrah Adams</i>	Good Drill
9/17/25	10:30am	1:50sec	Farrah Adams-Principal	<i>Farrah Adams</i>	Good Drill
9/25/25	12:45pm	2:40 sec	Farrah Adams-Principal	<i>Farrah Adams</i>	Drill needs some adjustments
10/6/2025	1 <sup>st</sup> 10pm	1:31 secs	Farrah Adams- Principal	<i>Farrah Adams</i>	Good Drill
			Farrah Adams-Principal	<i>Farrah Adams</i>	
			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
9/29/25	12:15pm	1:30 secs	Farrah Adams	<i>Farrah Adams</i>	Good Drill

			Farrah Adams	<i>Farrah Adams</i>	
			Farrah Adams	<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 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
11/11/25	10:15am	Emergency Response Team	<i>Farrah Adams</i>	Good Drill
		Emergency Response Team	<i>Farrah Adams</i>	
		Emergency Response Team	<i>Farrah Adams</i>	

**Equipment Checks**

		Shaquille Phillips- Safety and Security Specialists	<i>S. Phillips</i>	
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\_\_\_\_\_ *Farrah Adams* \_11/11/25\_ \_\_\_\_\_

Administrator's Signature/Date