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WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM

2017 - 2018 **School Year**

TYPE OF DRILL	**TIME OF DRILL**
☐ Fire Drill – ***5 required** **Conduct one prior to 12/1***	☑ Standard
☑ Tornado (Take Shelter) Drill – ***2 required** **Conduct one at the beginning of 1st sem. and beginning of 2nd sem.***	☐ Class Change
☐ Lock Down – ***3 required** **Conduct one prior to 12/1***	☐ Recess
☐ AED/Cardiac Event	☐ Other Events (e.g. Lunch)
☐ Other (e.g. bus evac.)	

Mandatory Drills ***Mandated by changes to the school code**

Name of Reporting School Carter Middle School

Date of Drill 01/19/2018 Time drill was held 10:00am (6th Hr)

Exact time required to evacuate/shelter/secure Shelter - 4 min

Total Participants Entire School

Remarks All classrooms were in their assigned shelter location. No problems were encountered during the drill.

Total required drills complete to date #7

Name and title of person conducting drill Amy Hendry, Principal

Signature of person conducting drill Amy Hendry Digitally signed by Amy Hendry Date: 2018.01.19 12:54:43 -05'00'

Drill was coordinated with:

☐ Emergency Manager/Fire/Police

Name and Title _____

☑ Drill Submitted Electronically Date 01/19/2018

Submit Form