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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 9/22/2017 Time drill was held 10:29 a.m.

Exact time required to evacuate/shelter/secure 4 minutes

Total Participants Entire Staff & Students

Remarks The announcement was made that we were going into a lock down. All rooms were secured, binds closed, doors locked, etc. All staff and students handled the drill appropriately with no problems. The announcement was made at 10:33 a.m. that the drill was over.

Total required drills complete to date 2

Name and title of person conducting drill Paul Yestrepsky, Assistant Principal

Signature of person conducting drill Deborah Sjo Conrad Digitally signed by Deborah Sjo Conrad Date: 2017.09.22 15:30:35 -04'00'

Drill was coordinated with:

☐ Emergency Manager/Fire/Police

Name and Title _____

☑ Drill Submitted Electronically Date 9/22/2017

Submit Form