WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM

2020-2021 **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 Willow Woods

Date of Drill 11/19/2020 Time drill was held 3:55 PM

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 8

Remarks Fire bell was sounded. Staff evacuated building. Walkies and outside bells were used to notify staff to return to building.

Total required drills complete to date 3

Name and title of person conducting drill Cheryl Piec, Secretary

Signature of person conducting drill Cheryl Piec

Drill was coordinated with:

☐ Emergency Manager/Fire/Police

Name and Title _____

☑ Drill Submitted Electronically Date 11/19/2020