

Academy of Warren  
School Year 2024-2025  
**10Emergency 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
09/27/2024	09:30am	2 min 10 sec	Mr. Whitaker, Security	Mr. Whitaker, Security	Fire Drill went well, went a little over 2 minutes.
10/16/2024	12:30pm	2 min 2 sec	Mr. Whitaker, Security	Mr. Whitaker, Security	Fire Drill went well, striving to make our 2 min goal.
11/7/2024	09:30am	2 min 10 sec	Mr. Whitaker, Security		Fire Drill went well, goal to be under 2 minutes.

**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
11/8/2024	10:00am	10 minutes	Mr. Whitaker, Security	Mr. Whitaker, Security	Response time was slow, will continue to work on Procedures

**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
10/29/2024	10:30am	Mr. Whitaker, Security	Mr. Whitaker, Security	Response time was slow, will work on procedures.
1/09/2025	1:00pm	Mr. Whitaker, Security	Mr. Whitaker, Security	Lock Down went well, will continue to work on procedures.

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Mr Kearney, Superintendent / 1 / 9 / 2025  
Administrator's Signature Date