

# WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

2023-2024

School Year

## TYPE OF DRILL

- Fire Drill – **\*5 required**  
Conduct one prior to 12/1\*
- Tornado (Take Shelter) Drill – **\*2 required**  
Conduct one at the beginning of 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> sem.\*
- Lock Down – **\*3 required**  
Conduct one prior to 12/1\*
- AED/Cardiac Event
- Other (e.g. bus evac.)

## TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

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

Name of Reporting School Harwood Elementary

Date of Drill 1/22/24 Time drill was held 1:32

Exact time required to evacuate/shelter/secure 4:23

Total Participants 580

Remarks External Threat ALICE practice

Total required drills complete to date 6

Name and title of person conducting drill Jason Clark

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 1/26/2024

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Lock Down – **\*3 required**  
Conduct one prior to 12/1\*

AED/Cardiac Event

Other (e.g. bus evac.)

**TIME OF DRILL**

Standard

Class Change

Recess

Other Events (e.g. Lunch)

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

Name of Reporting School Harwood Elementary School

Date of Drill 1/10/2024 Time drill was held 10:05

Exact time required to evacuate/shelter/secure 4:43

Total Participants 530

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date 5

Name and title of person conducting drill Jason Clark

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 1/26/24

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Lock Down – **\*3 required**  
Conduct one prior to 12/1\*

AED/Cardiac Event

Other (e.g. bus evac.)

## TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

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

Name of Reporting School Harwood Elementary

Date of Drill 10/9/23 Time drill was held 1:50

Exact time required to evacuate/shelter/secure 4:43

Total Participants 575

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date 3

Name and title of person conducting drill Jason Clark

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 10/20/2023

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23/24 School Year

<u><b>TYPE OF DRILL</b></u>	<u><b>TIME OF DRILL</b></u>
<input type="checkbox"/> Fire Drill – <b>*5 required</b> Conduct one prior to 12/1*	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado (Take Shelter) Drill – <b>*2 required</b> Conduct one at the beginning of 1 <sup>st</sup> sem. and beginning of 2 <sup>nd</sup> sem.*	<input type="checkbox"/> Class Change
<input checked="" type="checkbox"/> Lock Down – <b>*3 required</b> Conduct one prior to 12/1*	<input type="checkbox"/> Recess
<input type="checkbox"/> AED/Cardiac Event	<input type="checkbox"/> Other Events (e.g. Lunch)
<input type="checkbox"/> Other (e.g. bus evac.)	
<b>Mandatory Drills</b> *Mandated by changes to the school code	

Name of Reporting School Harwood Elementary School

Date of Drill 10/4/2023 Time drill was held 10:45

Exact time required to evacuate/shelter/secure 4:34

Total Participants 571

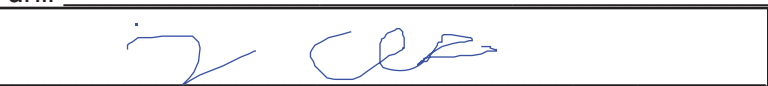
Remarks \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total required drills complete to date 2

Name and title of person conducting drill Jason Clark

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 10/20/23

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AED/Cardiac Event

Other (e.g. bus evac.)

**TIME OF DRILL**

Standard

Class Change

Recess

Other Events (e.g. Lunch)

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

Name of Reporting School Harwood Elementary

Date of Drill 9/7/2023 Time drill was held 9:30

Exact time required to evacuate/shelter/secure 4:55

Total Participants 560

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date 1

Name and title of person conducting drill Jason Clark

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 10/20/23