

# WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

2019/2020

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 Butcher Educational Center

Date of Drill 2/11/2020 Time drill was held 1:05

Exact time required to evacuate/shelter/secure 4 minutes (moving cone drill)

Total Participants 363

Remarks Cone set up for initial drill, then moved continuously for 4 minutes. With the exception of two staff members, all staff evacuated and responded in a timely manner to the cone's presence.

Upon return at the end of the drill, a class of 6th graders froze outside at the site of a man carrying a bright orange bag.

Total required drills complete to date 7 (3 ALICE)

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 2/18/2020

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Conduct one prior to 12/1\*
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## 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 Butcher Educational Center

Date of Drill 2/11/2020 Time drill was held 9:05 am

Exact time required to evacuate/shelter/secure 4 minutes

Total Participants 363

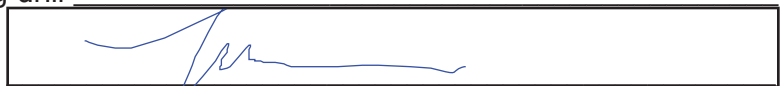
Remarks Using the ALICE cone, we set it up at the base of orange/Duddles hall;  
after 30 seconds, moved the cone outside at the end of orange hall - Carron;

students moved slowly once cone was spotted; moved cone to door 18; students moved quicker to the other side of the cars; called the drill at 4 minutes.

Total required drills complete to date 6

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill



Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 2/18/20

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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 Butcher Educational Center

Date of Drill 1/9/2020 Time drill was held 12:50 pm

Exact time required to evacuate/shelter/secure 4:22

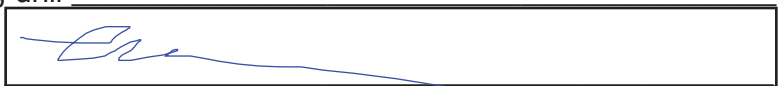
Total Participants 375

Remarks Students and staff exited their classrooms and sought their shelter locations without incident; walkee-talkie use signaled all clear.

Total required drills complete to date 5

Name and title of person conducting drill Dr. Catherine Neuhoff

Signature of person conducting drill



Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 1/09/2020

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## TIME OF DRILL

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

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

Name of Reporting School Butcher Eeducational Center

Date of Drill 11/13/2019 Time drill was held 1:00 pm

Exact time required to evacuate/shelter/secure 2:03

Total Participants 366

Remarks Students and staff quickly evacuated

Total required drills complete to date 4

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 6/8/2020

# WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

\_\_\_\_\_ School Year

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- Lock Down – **\*3 required**  
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## TIME OF DRILL

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

Name of Reporting School Butcher Educational Center

Date of Drill 10/11/19 Time drill was held 10:00 am


Exact time required to evacuate/shelter/secure 1:58

Total Participants 195

Remarks Staff and students quickly evacuated; a few classroom doors were left open.

Total required drills complete to date 3

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 10/11/2019

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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 Butcher Educational Center

Date of Drill October 8, 2019 Time drill was held 1:10 pm

Exact time required to evacuate/shelter/secure :30

Total Participants 392

Remarks Cone was placed at Purple Mutschler; staff cleared the building/entered lock down space

in less than 30 seconds. Excessive chatter on the

walkee-talkies; one teacher notified staff before the drill began - staff met and debriefed at the end of the day.

Total required drills complete to date 2

Name and title of person conducting drill Dr. Catherine Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 1/13/2020

# WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

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

Name of Reporting School Butcher Educational Center

Date of Drill 9/17/2019 Time drill was held 7:50 am

Exact time required to evacuate/shelter/secure 2:33

Total Participants 362

Remarks MS2TC reported doing NWEA; staff reported that  
they could not hear all clear; one teacher ran back to shut his door; everyone cleared building without incident;

Winning Futures was not in the building.

Total required drills complete to date 1

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill

Drill was coordinated with:

Emergency Manager/Fire/Police

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

Drill Submitted Electronically Date 9/17/2019