WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM

2019/2020 **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 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