WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM

2019-20 **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 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