WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM

2018/2019 **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 Carleton Middle School

Date of Drill 12/11/2018 Time drill was held 1:50

Exact time required to evacuate/shelter/secure 1:52

Total Participants 680

Remarks external threat

Total required drills complete to date 4

Name and title of person conducting drill Michael Lee/ Assistant Principal

Signature of person conducting drill

Drill was coordinated with:

☐ Emergency Manager/Fire/Police

Name and Title

☑ Drill Submitted Electronically Date 12/11/2018