

Academy Name  
 School Year 2024 - 2025  
**Emergency Drills Log Form**

Post completed emergency drill log within 30 days after the drill is completed.

**Fire Drills**

Five (5) fire drills are required each school year – three (3) shall be conducted by December 1<sup>st</sup>, and two (2) shall be held during the remainder of the academic year.

Date	Time Drill(s) Conducted	Evacuation Time	Conducted By: (Name and Position)	Signature	Comments
9/18	2:00pm	2:04pm	Dave Loos / Dean of Students	<i>Dave M. Loos</i>	Evacuation Routes need to be updated

**Tornado Drills**

Two (2) in-building tornado safety drills (at least one in March).

Date	Time Drill(s) Conducted	Response Time	Conducted By: (Name and Position)	Signature	Comments

**Lock Down/Secure Mode/Hazardous Materials Drills**

Three (3) drills where occupants are restricted to the interior of the building and the building is secured- such as lock down, secure mode and release of hazardous materials drills. At least one (1) drill shall be conducted by December 1<sup>st</sup> and one (1) conducted after January 1<sup>st</sup>.

Date	Time Drill(s) Conducted	Conducted By: (Name and Position)	Signature	Comments
10/3	3:00pm	Dave Loos / Dean of Students	<i>Dave M. Loos</i>	Noise from two classrooms

*Dave M. Loos*      10/18/24  
 Administrator's Signature/Date