

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 1st, and two (2) shall be held during the remainder of the academic year.

Date	Time Drills(s) Conducted	Evacuation Time	Conducted By: (Name and Position)	Signature	Comments
9/18	2:00 PM	2:04 PM	Dave Loo's / Dean of Students	Jud M. L.	Evacuation Routes need to be updated
10/9	3:00 PM	3:05 PM	Dave Loo's / Dean of Students	Jud M. L.	Advise from 2 classrooms
10/29	12:20 PM	12:35 PM	Dave Loo's / Dean of Students	Jud M. L.	Delay turning off the Alarm (Had to leave the

Tornado Drills

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

Date	Time Drills(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 1st and one (1) conducted after January 1st.

Date	Time Drills(s) Conducted	Conducted By: (Name and Position)	Signature	Comments
6/3	3:00 PM	Dave Loo's / Dean of Students	Jud M. L.	Noise from 2 classrooms

 Administrator's Signature/Date
 Jud M. L., 10, 29, 24