

Academy Name 2025-2026  
 School Year 2025-2026

## 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
9/14	2:00	2:07	Dave Loos	Dave M. L.	Alarm Key – Slow Exit Door A
10/30	9:00	9:03	Dave Loos	Dave M. L.	Flawless – Quick Exit
11/19	12:15	12:25	Dave Loos	Dave M. L.	Confusion about coats

### 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
10/8	12:50	Dave Loos	Dave M. L.	Front door/Should we lock? (overhead not "Phrase" - Overall Good)
12/18	1:30	Dave Loos	Dave M. L.	

Administrator's Signature/Date

*Dave M. L.*  
12/19/23