

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

Date	Time Drill(s)	Evacuation Time	Conducted By: (Name and Position)	Signature	Comments
9/16	2:00	2:07	Dave Loos	<i>[Signature]</i>	Alarm Key - Slow Exit Door A
10/30	9:00	9:03	Dave Loos	<i>[Signature]</i>	Flawless - Quick Exit
11/19	12:15	12:20	Dave Loos	<i>[Signature]</i>	Confusion about carts

Tornado Drills

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

Date	Time Drill(s)	Response Time	Conducted By: (Name and Position)	Signature	Comments
1/8	2:00	2:10	Dave Loos	<i>[Signature]</i>	Need to revisit some class locations
3/25	9:00	9:05	Dave Loos	<i>[Signature]</i>	Locations are all set

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 Drill(s)	Conducted By: (Name and Position)	Signature	Comments
10/8	12:50	Dave Loos	<i>[Signature]</i>	Front door/should be lock? (overhead light pad) "Phase" - Overall Good
12/18	1:30	Dave Loos	<i>[Signature]</i>	Most classes Excellent! (some unreported)
2/26	9:45	Dave Loos	<i>[Signature]</i>	All call needs to be Verbatim

Administrator's Signature/Date

[Signature]
 3/25/26