

Vista Meadows Academy
 School Year 2017-2018
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) Conducted	Evacuation Time	Conducted By: (Name and Position)	Signature	Comments
9-8-17	9:00am	9:03am	Mr. Deckert	Mr. Deckert	Quite , Smooth
9-21-17	2:00pm	2:03pm	Mr. Donald	Mr. Donald	Smooth
10-16-17	11:00am	11:00am	Mr. Deckert	Mr. Deckert	Smooth
5-25-18	12:00pm	12:00pm	Mr. Deckert	Mr. Deckert	Smooth
6-4-18	10:30am	10:30am	Dr. Harrison	Dr. Harrison	Smooth

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
01-09-18	9:00am	9:03am	Dr. Harrison	Dr. Harrison	Okay
3-12-18	10:00am	10:00am	Dr. Harrison	Dr. Harrison	Okay

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	Conducted By: (Name and Position)	Signature	Comments
11-07-17	9:00am	Dr. Harrison	Dr. Harrison	Could have went better
03-08-18	1:00pm	Dr. Harrison	Dr. Harrison	Working Progress
5-11-18	12:00pm	Dr. Harrison	Dr. Harrison	Better

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Cardiac Drill

Date	Time Drill(s) Conducted	Conducted By: (Name and Position)	Signature	Comments
11-6-17		Dr. Harrison / Office Staff		

_____ Dr. Darrlyn Harrison _____
Administrator's Signature