

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 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
9-8-17	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 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
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		

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Dr. Darrlyn Harrison  
Administrator's Signature