

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

2023-2024

School Year

TYPE OF DRILL

- Fire Drill – ***5 required**
Conduct one prior to 12/1*
- Tornado (Take Shelter) Drill – ***2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center - C Block

Date of Drill 10/10/23 Time drill was held 12:45 PM

Exact time required to evacuate/shelter/secure 3 minutes and 12 seconds

Total Participants 178

Remarks Fire alarm was rung. Students and staff evacuated the building.

Roll call was taken by walkie talkie. Everyone was accounted for and returned to the building.

Total required drills complete to date 2

Name and title of person conducting drill Carlie McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/11/23

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

23/24 School Year

TYPE OF DRILL

- Fire Drill – ***5 required**
Conduct one prior to 12/1*
- Tornado (Take Shelter) Drill – ***2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center - BBlock

Date of Drill 10/10/23 Time drill was held 10:05 AM

Exact time required to evacuate/shelter/secure 3 minutes and 32 seconds

Total Participants 183

Remarks Fire alarm was rung. All students and staff evacuated the building.
Roll call was done via Walkie Talkie. Everyone was accounted for.
Bell was rung and everyone re-entered the building.

Total required drills complete to date 2

Name and title of person conducting drill Carlie McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/11/23

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School Year

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Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*

Lock Down – ***3 required**
Conduct one prior to 12/1*

AED/Cardiac Event

Other (e.g. bus evac.)

TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 10/10/23 Time drill was held 8:00AM

Exact time required to evacuate/shelter/secure 3 minutes 54 seconds

Total Participants 176

Remarks Fire alarm was rung. Students and staff exited the building. Roll call was done per walkie talkie. Everyone was accounted for. Bell was rung and everyone came back into the building.

Total required drills complete to date 2

Name and title of person conducting drill Carlie McClenathan

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/11/23

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Lock Down – ***3 required**
Conduct one prior to 12/1*

AED/Cardiac Event

Other (e.g. bus evac.)

TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 10/4/23 Time drill was held 12:31 PM

Exact time required to evacuate/shelter/secure 5 minutes

Total Participants 200

Remarks ALICE Drill announced. Cone was placed in lobby and location was given by walkie then overhead PA system. Cone was moved to another hallway and location was given over walkie

and then overhead PA system. Cone was moved the 3rd time and was not located. It was put into the girls bathroom. No one saw it.

Drill was called to an end at 12:36 PM

Total required drills complete to date 1

Name and title of person conducting drill Carlie McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/4/23

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2023-2024

School Year

TYPE OF DRILL

Fire Drill – ***5 required**
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Tornado (Take Shelter) Drill – ***2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*

Lock Down – ***3 required**
Conduct one prior to 12/1*

AED/Cardiac Event

Other (e.g. bus evac.)

TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 10/4/23 Time drill was held 10:45 AM

Exact time required to evacuate/shelter/secure 3 Minutes

Total Participants 200

Remarks Announcement was made that ALICE Drill was ab out to begin and to follow protocol. Cone was spotted and called out over Walkie. Overhead announcement was made verifying where the cone was. Cone was moved

to another location and location was called over the walkie and then announcement was made some classes exited the building at this time.

Cone was moved once more and called out over the walkie. No one moved. Drill ended.

Total required drills complete to date 1

Name and title of person conducting drill Carlie McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/4/23

**WARREN CONSOLIDATED SCHOOLS
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Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*

Lock Down – ***3 required**
Conduct one prior to 12/1*

AED/Cardiac Event

Other (e.g. bus evac.)

TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 10/4/23 Time drill was held 8:15 AM

Exact time required to evacuate/shelter/secure 4 Minutes

Total Participants 200

Remarks Announcement was made that Alice drill would be starting and to follow protocol.

Cone was spotted and walkie announcement and phone announcement was made to alert staff and students. Cone was moved and again announcements were made. Cone was

moved a 3rd time and announcements were made.

Total required drills complete to date 1

Name and title of person conducting drill Carlie McClenathan

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/04/23

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AED/Cardiac Event

Other (e.g. bus evac.)

TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 09/07/23 Time drill was held 12:30 PM

Exact time required to evacuate/shelter/secure 3 minutes

Total Participants 307

Remarks Fire alarm was rung at 12:30 PM. All staff and student evacuated the building.

Roll call was done via Walkie Talkies. Everyone present and accounted for.

The all clear was given for everyone to return to the building.

Total required drills complete to date 1

Name and title of person conducting drill Carlie McClenathan

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 9/7/23

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

2023-2024

School Year

TYPE OF DRILL

- Fire Drill – ***5 required**
Conduct one prior to 12/1*
- Tornado (Take Shelter) Drill – ***2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – ***3 required**
Conduct one prior to 12/1*
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TIME OF DRILL

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- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 09/07/23 Time drill was held 10:45 am

Exact time required to evacuate/shelter/secure 3 minutes

Total Participants 307.

Remarks Fire alarm was rung at 10:45 am. Everyone evacuated the building
Roll call was taken over the walkie talkie. All present and accounted
for. Students, staff and school visitors returned to the building.

Total required drills complete to date 1

Name and title of person conducting drill Carlie McClenathan

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 9/7/23

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- Lock Down – ***3 required**
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TIME OF DRILL

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- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Career Prep Center

Date of Drill 09/07/23 Time drill was held 8:15 AM

Exact time required to evacuate/shelter/secure 2 Minutes

Total Participants 291

Remarks Fire bell was rung at 8:15 AM. Everyone evacuated the building.
Roll call was done via walkie talkie. All present and accounted for.
Students and staff returned to the building.

Total required drills complete to date 1

Name and title of person conducting drill Carlie McClenathan

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 9/7/23