

## School Drill Documentation Form

| Type of Drill                            | Number/Schedule  |
|--|--|
| Fire <input checked="" type="checkbox"/> | Five drills – Three must be completed by December 1  |
| Tornado <input type="checkbox"/>         | Two drills – One must be completed in March  |
| Safety/Security <input type="checkbox"/> | Three drills – One must be completed prior to December 1 and one after January 1 <ul style="list-style-type: none"><li>One drill shall include security measures that are appropriate to an emergency, such as the release of a hazardous material.</li><li>One drill shall include security measures of a potentially dangerous individual on or near the school premises.</li><li>Seek input from the administration of the school and local public safety on the nature of the drill.</li></ul> |

Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: WARREN WOODS TOWER HIGH SCHOOL

Principal: IAN FREDLUND

Date of drill: OCTOBER-24-2024 Number of students: 1100 Number of staff: 100

Time initiated: 1:45PM (a.m./p.m.) Time concluded: 1:48PM (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) |   |                                       |                                 |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school                      | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time                         | <input type="checkbox"/> Assembly                     | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: TOTAL TIME FROM BEGINNING OF DRILL TO ALL CLEAR WAS 3 MINUTES

This report is for:  
(circle number next to applicable drill)

Fire drill number 1 2 3 4 5 for the <sup>24</sup>2023/<sup>25</sup>2024 school year  
☐ ☒ ☐ ☐ ☐

Tornado drill number 1 2 for the 2023/2024 school year  
☐ ☐

Safety/Security drill number 1 2 3 for the 2023/2024 school year  
☐ ☐ ☐

Name of person conducting drill: JOSH THELEN

Title of person conducting drill: ASSISTANT PRINCIPAL

Signature or person conducting drill:  Date: 10/24/2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

|                                   |                                  |                           |
|-----------------------------------|----------------------------------|---------------------------|
| Agency: <u>WARREN POLICE DEPT</u> | Name: <u>OFFICER FRANK MAREK</u> | Title: <u>SCHOOL R.O.</u> |
| Agency: <u></u>                   | Name: <u></u>                    | Title: <u></u>            |
| Agency: <u></u>                   | Name: <u></u>                    | Title: <u></u>            |

*Must post on the school's website within 30 days after completing the drill.  
The form must be maintained on the school website for at least three years.*