

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 04/24/24 Time drill was held 12:33 PM

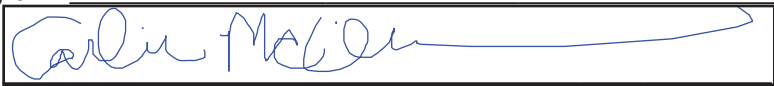
Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 271

Remarks Fire bell was rung. Staff and students evacuated the building.  
Roll call was done over the walkie talkies. Everyone was accounted  
for. Staff and students returned to the building.

Total required drills complete to date 4

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 04/24/24

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 04/24/24 Time drill was held 10:45 AM

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 250

Remarks Fire alarm was rung. Staff and students evacuated the building. Roll call was done via walkie talkie. Everyone was accounted for. Bell was rung and everyone came back into the school.

Total required drills complete to date 4

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 04/24/24

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 04/10/24 Time drill was held 8:30 AM

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 250

Remarks Impromptu fire drill was held due ot fire alarm being worked on and drill went off.

Building was evacuated. Roll call was done. Everyone was accounted for. Once alarm was fixed by

electrician everyone was let back into the building.

Total required drills complete to date 4

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 04/10/24

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 04/04/24 Time drill was held 12:28 PM

Exact time required to evacuate/shelter/secure \_\_\_\_\_

Total Participants 250

Remarks Drill was officially started on Band App and over PA system. Notifications were sent as soon as staff saw the cone.

Staff and students were all locked down. Drill was ended using band app.

Announcement was made over PA system to staff and students.

Total required drills complete to date 3

Name and title of person conducting drill Jim Mandl, WBL Coordinator

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 4/4/24

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 04/04/24 Time drill was held 10:46 AM

Exact time required to evacuate/shelter/secure 3 minutes

Total Participants 270

Remarks Drill was officially announced over PA system and Band App. Cone was placed outside a classroom and message was sent over Band to all staff. As cone was moved to another hallway staff was reporting over Band each doorway it was passing and the last stop. Drill was concluded over Band and PA system.

Total required drills complete to date 3

Name and title of person conducting drill Jim Mandl, WBL Coordinator

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title \_\_\_\_\_

Drill Submitted Electronically Date 04/04/24

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 04/04/24 Time drill was held 8:15 am

Exact time required to evacuate/shelter/secure 6 minutes

Total Participants 270

Remarks Drill was started at 8:15 am. Band app was used to communicate where the cone was.

Staff was very concise on where cone was located and where staff and students were going. Drill was concluded at 8:21 AM

Total required drills complete to date 3

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 04/04/24

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 03/20/2024 Time drill was held 1:00 PM

Exact time required to evacuate/shelter/secure 1 minute

Total Participants 250

Remarks Tornado drill started at 1:00 PM. All staff and students evacuated to a safe tornado zone. All areas were checked and announcement was made that the drill was complete.

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 03/20/24

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 03/20/2024 Time drill was held 10:45 am

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 270

Remarks Announcement was made that drill was starting. Students and staff went to tornado shelter areas. All clear was given that everyone was secured safely. Announcement was made that drill was over to return to class.

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 03/20/24



**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 03/20/2024 Time drill was held 8:15 AM

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 267

Remarks Drill was announced at 8:15 am. All students and staff took cover immediately. Drill was completed within 2 minutes.

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 03/20/2024

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 CPC

Date of Drill January 25, 2024 Time drill was held 1:50pm

Exact time required to evacuate/shelter/secure 20 seconds

Total Participants 250

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date 2

Name and title of person conducting drill C. McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title Rick Scholz, Director of Security

Drill Submitted Electronically Date January 25, 2024

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 01/25/24 Time drill was held 11:00 AM

Exact time required to evacuate/shelter/secure 4 minutes

Total Participants 330

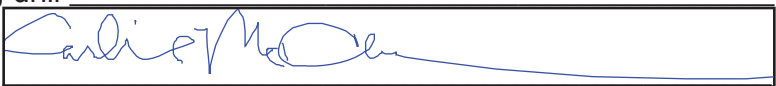
Remarks Drill was started at 11:00 AM. Cone was placed and band app was used throughout the drill

to communicate where the cone was and where it was moved to.

Drill ended at 11:04 AM

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 1/26/24

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 CPC

Date of Drill January 25, 2024 Time drill was held 8:30 am

Exact time required to evacuate/shelter/secure 30 seconds

Total Participants 200

Remarks \_\_\_\_\_

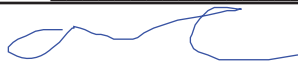
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\_\_\_\_\_

Total required drills complete to date 2

Name and title of person conducting drill C. McClenathan, Principal

Signature of person conducting drill



Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title Rick Scholz, Director of Security

Drill Submitted Electronically Date January 25, 2024

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 CPC

Date of Drill January 9, 2024 Time drill was held 12:45 pm


Exact time required to evacuate/shelter/secure 2 minutes and 59 seconds

Total Participants 200

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date \_\_\_\_\_

Name and title of person conducting drill C. McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title Rick Scholz, Director of Security

Drill Submitted Electronically Date January 9, 2024

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 CPC

Date of Drill January 9, 2024 Time drill was held 10:40 am


Exact time required to evacuate/shelter/secure 3 min 19 seconds

Total Participants 200

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date \_\_\_\_\_

Name and title of person conducting drill C. McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

- Emergency Manager/Fire/Police

Name and Title Rick Scholz, Director of Security

Drill Submitted Electronically Date January 9, 2024

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 CPC

Date of Drill January 9, 2024 Time drill was held 8:05am


Exact time required to evacuate/shelter/secure 2 min 35 seconds

Total Participants 150

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total required drills complete to date \_\_\_\_\_

Name and title of person conducting drill C. McClenathan, Principal

Signature of person conducting drill 

Drill was coordinated with:

- Emergency Manager/Fire/Police

Name and Title Rick Scholz, Director of Security

Drill Submitted Electronically Date January 9, 2024

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 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

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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  
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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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

**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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 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

# 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 1<sup>st</sup> sem. and beginning of 2<sup>nd</sup> 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 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