

School Drill Documentation Form

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

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: Wayland Union High School

Principal: Santino Di Cesare

Date of Drill: 3-20-24 Number of Students: 870 Number of Staff: 60

Time initiated: 1:15 (a.m./p.m.) Time concluded: 1:20 (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:

Students were well organized and quiet during the drill. Staff met expectations and communicated attendance accountability. Admin debriefed after the drill.

This report is for: Fire drill number 1 2 3 4 5 for the 2023-2024 school year

(circle number next to the applicable drill) 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: Santino Di Cesare

Title of person conducting drill: H.S. Principal

Signature of person conducting drill: [Signature] Date: _____

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: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

K. Bailey
J. Hudson
M. Miller
other school

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