

School Name: Quest Charter Academy **School Year:** 2020-2021
First Day of School: 9/8/20 **Last Day of School:** 6/18/21
A minimum of one Fire, Lockdown or Tornado drill must be conducted during lunch or recess.

Fire Drills - three fire drills before Dec. 1 and two after Jan. 1 with reasonable spacing in between

Month	Date	Time	Notification Method	# of Staff Members	# Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
Apr	4/16/21	12:10	Alarm	39	241	Lunch	Substitute teacher was counting for 20 students, and one was absent for the day.	Cold	3	56
Nov	11/4/20	10:00	Alarm	51	220	Middle School in specials	Low staff and a high number of subs	Clear	3	9
Sep	9/14/20	1:00	Fire Drill	63	201	None	None	Clear	2	37
Oct	10/22/20	9:31	Alarm	63	217	Rain. Full Student Capacity in Kinder, 1st, 3rd & 6th. Hybrid Capacity in 2nd, 4th, 5th, 7th & 8th.	Rain.	Rain	3	3
Mar	3/18/21	11:01 AM	Drill	63	319	Middle School Lunch Transition. 6th Grade Virtual	Weather conditions	Rain	2	59

Room Clear – One per school year, before December 1.

Date	Time	Special Conditions Simulated	Problems Encountered
10/16/20	10:30	Early Release	One student had on a boot, so she was a bit slower to move.

Reverse Evacuation – One per school year, after January 1.

Date	Time	Special Conditions Simulated	Problems Encountered
4/9/21	12:30	Kindergarten Students	Two continued swinging even after two reminders

Lock Down Three per school year. Two before Dec 1 and one after Jan 1.

Date	Time	Special Conditions Simulated	Problems Encountered
11/17/20	8:40	Specials Teachers Transitions	Was scheduled for 11/16. Our building was remote so we had to do it a day later. We had 3 subs in the building (all followed directions). Gym Doors were left open.
9/25/20	1:15	Middle School Bathroom Break	3 Doors not locked, 1 window uncovered
2/11/21	2:30	None	2 open doors and 1 uncovered window

Severe Weather/Tornado Drill - Two per school year (one before Dec 15 and one in March)

Date	Time	Special Conditions Simulated	Problems Encountered
3/11/21	2:30	Only 75% capacity due to virtual students at home.	Students were not sure of where to go as we just started Trimester 3 and some teachers have not gone over safety routines yet. Students were loud in the hallways.
11/24/20	10:30	Middle School Transitions	None

Reunification – One type completed by **December 31**

Date	Time	Special Conditions Simulated	Problems Encountered
9/11/20	11:50	During school day, just after lunch.	Reminding students of social distancing and having helpers cross the street. We didn't want to block traffic for too long.
8/25/20	2:00	During the school day	The traffic light created breaks in our lines. Social distancing had to be reminded.



Signature of Person Responsible: **Chelsea B. Ramirez**