

School Name: Westfield 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.
May	5/12/21	10:00 am	Alarm	54	300	6th grade exit doors blocked. Alternate route taken.	No problems	Clear	3	0
Oct	10/1/20	2:00pm	Alarm	50	190	N/a	N/a	Clear	3	30
Sep	9/29/20	2:00pm	Fire Alarm	50	180	N/A	N/A	Clear	3	45
Oct	10/13/20	10:00am	Fire Alarm	50	220	none	none	Clear	4	0
Oct	10/15/20	2:00pm	Fire Alarm	50	140	None	No problems	Cold	2	45
Nov	11/13/20	10:00am	Alarm	50	300	Blocked exit - alternate route practiced	None	Cold	4	0
May	5/24/21	10:00am	Fire Alarm	315	315	None	None	Hot	3	30

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

Date	Time	Special Conditions Simulated	Problems Encountered
10/6/20	10:00am	None	None
10/8/20	10:00am	none	none

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

Date	Time	Special Conditions Simulated	Problems Encountered
3/15/21	Recess Times	None	None
3/18/21	10:00am	None	None

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/21/20	10:00am	N/A	None
11/13/20	1:00pm	none	Overhead speakers in hallway not working. Work order has been placed.
9/25/20	10:00am	None	None
5/17/21	10:00am	None	No problems

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

Date	Time	Special Conditions Simulated	Problems Encountered
3/24/21	10:00	N/a	n/a
3/4/21	1:30pm	None	None
2/2/21	2:00pm	None	None

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

Date	Time	Special Conditions Simulated	Problems Encountered
------	------	------------------------------	----------------------

Signature of Person Responsible: **Joe Teague**