



**SY2023/2024
Emergency Drill Log**

School Name	Drill Schedule Submission Date	Principal
Westfield Charter Academy	Aug 17, 2023	Ira Kleiman

School Name: Westfield Charter Academy
First Day of School: 9/5/23

School Year: 2023-2024
Last Day of School: 6/14/24

Fire Drills

Month	Date	Time	Notification Method	# of Staff Members	# Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
Sep	9/14/23	2:25 PM	Alarm pull	76	673	Teacher Called fire drill	None	Hot	3	28
Sep	9/29/23	2:25	Pulled alarm	65	699			Clear	2	45
Oct	10/5/23	10:00	Alarm pulled	65	687			Clear	2	33

Room Clear

Date	Time	Special Conditions Simulated	Problems Encountered
9/15/23	2:00	Disturbance in the Hallway	

Reverse Evacuation

Date	Time	Special Conditions Simulated	Problems Encountered
9/14/23	2:30		

Lock Down

Date	Time	Special Conditions Simulated	Problems Encountered
9/21/23	2:25		
11/14/23	2:00		

Tornado Drill/Severe Weather

Date	Time	Special Conditions Simulated	Problems Encountered
11/9/23	10:00		

Reunification

Date	Time	Special Conditions Simulated	Problems Encountered
8/24/23	2:30 pm		

Signature of Person Responsible: Sarah Derrick