


**2017 - 2018 Record of Emergency Drills
Cesar Chavez Academy Upper Elementary**

Fire Drills (5 total – 3 before Dec. 1 with reasonable interval between each drill)

Date	Time of Drill	Evacuation Time	Transition/Typical/Other Planned/Unplanned	Director or Designee Signature
1 9/20/17	9:00 am	2:56 min	Planned	
2				
3				
4				
5				

Tornado Drills (2 total – 1 must be in March)

Date	Time of Drill	Time to Shelter	Standard/Transition or Other	Director or Designee Signature
1				
2				

Lockdown/Shelter in Place Drills (3 total – 1 before Dec. 1, 1 after Jan. 1, 1 during non-traditional school time)

Date	Time of Drill	Time to Shelter	Standard, Transition, or Other	Conducted with (Name, Title, Organization)	Conducted with (Name, Title, Organization)	Director or Designee Signature
1						
2						
3						