School Emergency Drills
Documentation Form

Type of Drill
☒ Fire Drill (5 required, 3 by Dec. 1)
☐ Tornado Drill (2 required, 1 in March)
☐ Lock Down/Shelter in Place Drill (3 required, one by Dec. 1 and One after Jan 1.)

Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 9/3/20 Time drill was held: 10:42 pm

Exact time required to evacuate/shelter/secure: 2:10

Total Participants:

Remarks:

This report is for emergency drill # 1 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

*Notify the Emergency Management Director if there are any changes to the schedule. If a drill is cancelled, it must be rescheduled within 10 days.

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Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 9/9/20 Time drill was held: 9:11am

Exact time required to evacuate/shelter/secure: 29 sec

Total Participants:

Remarks: 1st LD Drill

This report is for emergency drill # 2 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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Time of Drill
☐ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 9/n/20 Time drill was held: 1:41

Exact time required to evacuate/shelter/secure: 1 min 52 sec

Total Participants:

Remarks:

This report is for emergency drill # 3 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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☐ Tornado Drill (2 required, 1 in March)
☐ Lock Down/Shelter in Place Drill (3 required, one by Dec. 1 and One after Jan 1.)

Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 9/23/20 Time drill was held: 10:00 pm

Exact time required to evacuate/shelter/secure: 1:42 sec

Total Participants:

Remarks:

This report is for emergency drill # 4 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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☐ Tornado Drill (2 required, 1 in March)
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Time of Drill
☐ Standard
☐ Class Change
☐ Recess
☒ Other Events Transition
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 10/13/20 Time drill was held: 2:10 pm

Exact time required to evacuate/shelter/secure: 1 min 47 sec

Total Participants:

Remarks:

This report is for emergency drill # 5 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

*Notify the Emergency Management Director if there are any changes to the schedule. If a drill is cancelled, it must be rescheduled within 10 days.

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Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 10/14/24 Time drill was held: 2:30 pm

Exact time required to evacuate/shelter/secure: 27 sec

Total Participants:

Remarks:

This report is for emergency drill # 6 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 11/12/20 Time drill was held: 10:40 Am

Exact time required to evacuate/shelter/secure: 1 min 52 sec

Total Participants:

Remarks:

This report is for emergency drill # 1 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 3/3/21 Time drill was held: 11 AM

Exact time required to evacuate/shelter/secure: 37 sec

Total Participants:

Remarks:

This report is for emergency drill # 8 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 3/17/21 Time drill was held: 3:00pm

Exact time required to evacuate/shelter/secure:

Total Participants:

Remarks:

This report is for emergency drill # 9 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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Time of Drill
☒ Standard
☐ Class Change
☐ Recess
☐ Other Events
*One must occur during a transition time

Name of Reporting School: Westwood Elementary Date of Drill: 4/28/21 Time drill was held: 9:00 pm

Exact time required to evacuate/shelter/secure: 1:41 sec

Total Participants:

Remarks:

This report is for emergency drill # 10 for school year .

Name of person conducting drill: Chris Kenroy

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:
☒ Emergency Management Coordinator
Name & Title: *Sgt Hoskins, Emergency Management Director*

Submit Schedule* of drills by September 15
whoskins@ioniacounty.org

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