



2025-26 Cardiac Emergency Drill Summary Checklist

School Name: **Reynolds Hall**

Date of Drill: **10/14/2025**

Time drill initiated: **1:30:00 PM**

Time drill concluded: **2:00:00 PM**

Building Cardiac Emergency Coordinator: **Nicole scott**

DRILL INFORMATION

Time school staff member discovered victim and called front office: **2:05:00 PM**

Time "ALERT" announcement made by front office staff: **2:07:00 PM**

First rescuer (school staff member) to respond (check all that apply): **Called for help (vocal)**

Called for help (phone)

Started CPR

Time rescuer 2 (school staff member) arrived on scene: **2:07:00 PM**

How many people (total) responded to the scene? **15**

Time CPR started: **2:10:00 PM**

Was CPR started by Rescuer 1 (school staff member)? **Yes**

CPR performed by (Name): **Nicole Scott**

Did rescuers switch off the CPR role every 2 min.? **Yes**

Did the School's Administrator or designee arrive? **Yes**

Time School's Administrator or designee arrived: **2:20:00 PM**

AED Use Details

Time AED sent for: **2:07:00 PM**

Time AED arrived at the scene: **2:07:00 PM**

Time AED attached to victim: **2:09:00 PM**

Time of first shock: **2:13:00 PM**

Person who performed AED functions (name): **Matthew Farhat**

Was a staff member sent to the front of the school to await/direct EMS? **Yes**

What time did the staff member go to the front of the school to await/direct EMS? **2:10:00 PM**

QUESTIONS



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What did the rescuers do right? **Rescuers were trained followed protocols and were quick to respond**

What could the rescuers do better? **Nothing**

What was easy to remember to do? **Listen to the directions of the AED**

What was hard to remember to do? **Turn on the AED**

Is there anything else you would like to bring to the District's attention that would have made your drill more effective? **No**

Name of person conducting drill: **Kriss Giannetti**

Title of person conducting drill: **Assistant Superintendent of Communication**

Signature of the person conducting drill: **Kristen Giannetti**



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Date: 10/21/2025

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I agree