

**West Village Academy  
Emergency Drill Schedule  
2021/2022**

**Fire Drill Schedule**

Note: Three (3) must be conducted by December 1<sup>st</sup>, Two (2) during the remaining portion of the school year, with a reasonable spacing interval between each drill.

#	Date	Alternative Date	Schedule Time of Drill	Date Completed	Evacuation Time	Area(s) of Improvement:	Area(s) of Strength
1	9/9/21		9:45 AM	9/9/21	3:00:00		
2	9/27/21		1:30 PM	9/27/21	3:28:99		
3	11/18/21		10:05 AM	11/18/21	2:48:00		
4	4/12/22		3:46 PM	4/12/22	2:07:00	Emergency Bags, Updated Attendance Rosters, Assign a person to ensure all classrooms and bathrooms are clear.	Good evacuation time.
5	6/03/22		8:30 AM	06/03/22	1:15:00		

\*Green= STAR After-School Program

**Tornado Drill**

Note: One (1) of the two drills must be conducted during the month of March.

#	Date	Alternative Date	Schedule Time of Drill	Date Completed	Evacuation Time	Notes
1	3/22/22		9:30AM	3/22/22	2:25:00	Bull Horn (Mrs. Henry & Mr. Forbes) Cover Elem & Middle School
2	06/02/22		11:00AM	06/02/22	2:18:00	Forbes conducted virtually

**Lock-Down Drill Schedule**

Note: One (1) by December 1; (1) after January (1); (1) during lunch or recess when a significant number of students are gathered outside of the classroom.

#	Date	Alternative Date	Schedule Time of Drill	Date Completed	Evacuation Time
1	11/30/22		1:00PM	11/30/22	N/A
2	1/19/22		4:30PM	1/19/22	

**Off-Site with Transportation Evacuation**

#	Date	Alternative Date	Schedule Time of Drill	Date Completed	Evacuation Time

# of drills completed: \_\_\_\_\_

\_\_\_\_\_  
Individual in charge of drill

\_\_\_\_\_  
Building Principal Signature