



# School Safety Drill Record 2024-2025

School Name: West  
Utica

*West Utica*

### Fire Drills

(reasonably spaced; 3 of the 5 must be held by Dec. 1<sup>st</sup>)

Conducted by: <i>Heather Dixon</i>	Date: <i>9/15/24</i>	Time: <i>1:30 pm</i>
Conducted by: <i>Heather Dixon</i>	Date: <i>10/11/24</i>	Time: <i>1:30 pm</i>
Conducted by: <i>Heather Dixon</i>	Date: <i>11/5/24</i>	Time: <i>10:00 am</i>
Conducted by:	Date:	Time:
Conducted by:	Date:	Time:

### Tornado Safety Drill

(one shall occur in March)

Conducted by:	Date:	Time:
Conducted by:	Date:	Time:

### Lock Down or Shelter-in-Place Drill

(reasonably spaced; at least 1 before Dec. 1<sup>st</sup> and 1 after Jan. 1<sup>st</sup>)

Conducted by: <i>Heather Dixon</i>	Date: <i>9/17/24</i>	Time: <i>10 am</i>
Conducted by: <i>Heather Dixon</i>	Date: <i>11/13/24</i>	Time: <i>10:15 am</i>
Conducted by:	Date:	Time:

**NOTE:** one of the 10 drills listed above must occur during a lunch, recess or other period when a significant number of students are gathered but not in the classroom.

Principal's Signature

Printed Name