



School Safety Drill Record 2025-2026

School Name: West Utica

Fire Drills

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

Conducted by: <u>Heather Dixon</u>	Date: <u>9/15/25</u>	Time: <u>10:30 am</u>
Conducted by: <u>Heather Dixon</u>	Date: <u>10/7/25</u>	Time: <u>2 pm</u>
Conducted by: <u>Heather Dixon</u>	Date: <u>11/5/25</u>	Time: <u>9:45 am</u>
Conducted by:	Date: <u>1/15/26</u>	Time: <u>11 am</u>
Conducted by:	Date: <u>5/20/26</u>	Time: <u>2:45 pm</u>

Tornado Safety Drill

(one shall occur in March)

Conducted by:	Date: <u>2/24/26</u>	Time: <u>2:45 pm</u>
Conducted by:	Date: <u>3/18/26</u>	Time: <u>1 pm</u>

Lock Down or Shelter-in-Place Drill

(reasonably spaced; at least 1 before Dec. 1st and 1 after Jan. 1st)

Conducted by: <u>Hannah Plourde</u>	Date: <u>9/24/25</u>	Time: <u>10:30 am</u>
Conducted by: <u>Heather Dixon</u>	Date: <u>10/23/25</u>	Time: <u>9:45 am</u>
Conducted by:	Date: <u>5/27/26</u>	Time:

Cardiac Response Drill

Conducted by:	Date:	Time:
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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.

Heather NR

Principal's Signature

Heather Dixon

Printed Name