

2023 - 2024 Record of Emergency Drills Landmark Academy Elementary building

Fire Drills (5 total – 3 before Dec. 1 with reasonable interval between each drill)

Date	Time of Drill	Evacuation Time	Transition/Typical/Other Planned/Unplanned	Director or Designee Signature
1 9/12/2023	1:30 PM	2:09	Transition - Planned	
2 10/19/2023	9:00 AM	1:15	Transition - Planned	
3 11/9/2023	12:00 PM	1:20	Transition - Planned	
4 3/18/2024	10:00 AM	1:28	Transition - Planned	
5 4/23/2024	1:00 PM	1:09	Transition - Planned	

Tornado Drills (2 total – 1 must be in March)

Date	Time of Drill	Time to Shelter	Standard/Transition or Other	Director or Designee Signature
1 9/19/2023	9:00 AM	2:52	Transition	
2 3/20/2024	1:00 PM	1:11	Transition	

Lockdown/Shelter in Place Drills (3 total – 1 before Dec. 1, 1 after Jan. 1, 1 during non-traditional school time)

Date	Time of Drill	Time to Shelter	Standard, Transition, or Other	Conducted with (Name, Title, Organization)	Conducted with (Name, Title, Organization)	Director or Designee Signature
1 9/21/2023	9:30 AM	1:35	Transition			
2 1/12/2024	2:00 PM	2:12	Transition			
3 3/14/2024	10:30 AM	1:05	Transition			