



# School Safety Drill Record 2023-2024

School Name: Beacon Tree Elementary

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## Fire Drills

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

Conducted by: Jena Lenz	Date: 9.8.23	Time: 2:00
Conducted by: Kristina Cottrell	Date: 9.28.23	Time: 10:00
Conducted by: Kristy Marks	Date: 10.11.23	Time: 2:00
Conducted by: Jena Lenz	Date: 4.4.24	Time: 2:00
Conducted by: Jena Lenz	Date: 5.24.24	Time: 12:45

## Tornado Safety Drill

(one shall occur in March)

Conducted by: Jena Lenz	Date: 2.7.24	Time: 10:00
Conducted by: Jena Lenz	Date: 3-20-2024	Time: 1:00

## 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: Jena Lenz	Date: 9.15.23	Time: 2:30
Conducted by: Jena Lenz	Date: 11.17.23	Time: 10:00
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.

Jena Lenz

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Principal's Signature

Printed Name