

**School Emergency Drills**  
**Documentation Form**

<u>Type of Drill</u>	<u>Time of Drill</u>
<input checked="" type="checkbox"/> Fire Drill (6 required)	<input type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle

Date of drill: 9/23/21 Time drill was held: 2:45 (pm/am)

Exact time required to evacuate/shelter/secure: 3:48

Total participants: 282

Remarks: VauDyke - Door open & windows Maloney - windows open

This report is for emergency drill # 1 for school year 21/22

Name of person conducting drill: Bryan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was **Coordinated** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

**Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

**School Emergency Drills  
Documentation Form**

- | <u>Type of Drill</u>   | <u>Time of Drill</u>                  |
|--|---------------------------------------|
| <input type="checkbox"/> Fire Drill (6 required)                                     | <input type="checkbox"/> Standard     |
| <input checked="" type="checkbox"/> Tornado Drill (2 required)                       | <input type="checkbox"/> Class Change |
| <input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill<br>(2 required) | <input type="checkbox"/> Recess       |
|  | <input type="checkbox"/> Other Events |

Name of reporting school: Saint Thomas the Apostle Catholic School

Date of drill: 10/13/21 Time drill was held: 8:30 (pm/am)

Exact time required to evacuate/shelter/secure: 1:51

Total participants: 323

Remarks: Principal cleared 1st floor, Ted Coen cleared 2nd

This report is for emergency drill # 2 for school year 2021/2022

Name of person conducting drill: Ryan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

**Drill Was Coordinated With:**

**County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

**Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

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<u>Type of Drill</u>	<u>Time of Drill</u>
<input checked="" type="checkbox"/> Fire Drill (6 required)	<input type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle Catholic School

Date of drill: 10/20/21 Time drill was held: 8:30 (pm/am)

Exact time required to evacuate/shelter/secure: 1:34


Total participants: 239

Remarks: \_\_\_\_\_

This report is for emergency drill # 3 for school year 21/22

Name of person conducting drill: Payan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was **Coordinated** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

**Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

**School Emergency Drills  
Documentation Form**

<u>Type of Drill</u>	<u>Time of Drill</u> 10 am
<input checked="" type="checkbox"/> Fire Drill (6 required)	<input type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle

Date of drill: 11/16/21 Time drill was held: 10 (pm/am)

Exact time required to evacuate/shelter/secure: ~~3:11~~ 1:11

Total participants: \_\_\_\_\_

Remarks: Window and fans left on in several classrooms

This report is for emergency drill # \_\_\_\_\_ for school year \_\_\_\_\_.

Name of person conducting drill: Ryan Covocovan

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was **Coordinated** With:

\_\_\_\_ **County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

\_\_\_\_ **Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

\_\_\_\_ **Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

**School Emergency Drills  
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Type of Drill

Time of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill  
(2 required)

- Standard
- Class Change
- Recess
- Other Events

Name of reporting school: \_\_\_\_\_

Date of drill: 2/8/22 Time drill was held: 8:30 (pm/am) (am)

Exact time required to evacuate/shelter/secure: 5:10

Total participants: 242

Remarks: Perfect

This report is for emergency drill # 5 for school year 2021/2022

Name of person conducting drill: Ryan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was **Coordinated** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

**Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

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<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle Catholic School

Date of drill: 3/1/22 Time drill was held: 2:45 (pm/am)

Exact time required to evacuate/shelter/secure: 1:15

Total participants: 283

Remarks: \_\_\_\_\_

This report is for emergency drill # 6 for school year 2021/22

Name of person conducting drill: Ryan Corcoran assisted by Mr. Don

Title of person conducting drill: principal

Signature of person conducting drill: \_\_\_\_\_

Drill Was **Coordinated** With: State of VA

\_\_\_\_ **County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

\_\_\_\_ **Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

\_\_\_\_ **Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

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<input checked="" type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle

Date of drill: 3/16/22 Time drill was held: 8:45 (pm/am)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total participants: 300

Remarks: \_\_\_\_\_

This report is for emergency drill # \_\_\_\_\_ for school year 21/22

Name of person conducting drill: Ryan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: \_\_\_\_\_

Drill Was **Coordinated** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

**Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_

**School Emergency Drills  
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Type of Drill

Time of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill  
(2 required)

- Standard
- Class Change
- Recess
- Other Events

Name of reporting school: Saint Thomas the Apostle

Date of drill: 3/31/22 Time drill was held: 2:45 (pm/am)

Exact time required to evacuate/shelter/secure: 8 minutes


Total participants: ~~249~~ 249

Remarks: \_\_\_\_\_

This report is for emergency drill # \_\_\_\_\_ for school year 21/22.

Name of person conducting drill: Ryan Concoram

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was **Coordinated** With:

\_\_\_\_ **County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

\_\_\_\_ **Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

\_\_\_\_ **Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_



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<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle Catholic School

Date of drill: 5/31/22 Time drill was held: 2:45 (pm/am)

Exact time required to evacuate/shelter/secure: :56 seconds

Total participants: 232

Remarks: \_\_\_\_\_

This report is for emergency drill # 10 for school year 2021/2022

Name of person conducting drill: Ryan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: \_\_\_\_\_

Drill Was **Coordinated** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

**Fire** (fire chief or designee)  
Name & Title Don Serba