

2023 - 2024 Record of Emergency Drills Cesar Chavez Academy Lower Elementary

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
9/12/23	1:30	3:12	Transition/Planned	Gabriela Jaime
9/28/23	10:30	3:08	Transition/Planned	Gabriela
10/5/23	2:00	2:52	Typical - Planned	Gabriela

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

Date	Time of Drill	Time to Shelter	Standard/Transition or Other	Director or Designee Signature
9/12/23	2:30	3:05	standard	Gabriela
3/22/24	2:00	1:12	transition	Gabriela

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
9/25/23	10:00pm	2:15	Standard	Gabriela Jaime School Leader	Laura Alvarado Office Manager	Gabriela
11/2/23	1:45pm	2:22	Transition	Gabriela Jaime School Leader	Kristen Liss Office Manager	Gabriela
1/10/24	2:30pm	1:54	Standard	Gabriela Jaime School Leader	Kristen Liss Office Manager	Gabriela