



WEST Record of Emergency Drills 2024-2025

Fire Drills

Drill No.	Date	Time	Evacuation Time	Conducted By	Campus Operations Manager Signature
1 1:24	10/22/2024	10:00 am		Kyle Lackey	
2 1:08	10/30/2024	1:30 pm		Kyle Lackey	
3 56	11/15/2024	9:00 am		Kyle Lackey	
4 1:08	03/11/2025	12:30 pm (lunch)		Kyle Lackey	
5	04/30/2025	10:30 am			

Tornado Drills

Drill No.	Date	Time	Completion Time	Conducted By	Campus Operations Manager Signature
1	01/29/2025	1:30 pm	—	Kyle Lackey	
2	03/04/2025	10:00 am	—	Kyle Lackey	

Lock Down Drills

Drill No.	Date	Time	Completion Time	Conducted By	Campus Operations Manager Signature
1 Shelter in Place	11/05/2024	1:30 pm	—	Kyle Lackey	
2 Shelter in Place	01/17/2025	10:00 am	—		
3 Shelter in Place	02/21/2025	2:00 pm	—	Kyle Lackey	
4 Shelter in Place	04/08/2025	9:30 am	—	Kyle Lackey	



WEST Record of Emergency Drills 2023-2024

Fire Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1 1:27	09/26/2023	10:00 am	Kyle Lackey	
2 1:14	10/27/2023	1:30 pm	Kyle Lackey	
3 47	11/13/2023	9:00 am	Kyle Lackey	
4 47	03/05/2024	12:30 pm (lunch)	Kyle Lackey	
5 1:05	04/09/2024	10:30 am	Kyle Lackey	

Tornado Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1	01/30/2024	1:30 pm	Kyle Lackey	
2	02/09/2024	10:00 am	Kyle Lackey	

Lock Down Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1 Shelter in Place	10/13/2023	1:30 pm	Kyle Lackey	
2 Shelter in Place	11/17/2023	10:00 am	Kyle Lackey	
3 Shelter in Place	01/30/2024	2:00 pm	Kyle Lackey	
4 Shelter in Place	03/19/2024	9:30 am	Kyle Lackey	



**WEST Record of Emergency Drills
2022-2023**

Fire Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1	09/28/2022	10:00 am	<i>[Signature]</i>	<i>[Signature]</i>
2	10/25/2022	1:30 pm	Kyle Lackey	<i>[Signature]</i>
3	11/16/2022	10:00 am	Kyle Lackey	<i>[Signature]</i>
4	04/25/2023	12:30 pm (lunch)	Kyle Lackey	<i>[Signature]</i>
5	04/27/2023	10:00 am	<i>[Signature]</i>	<i>[Signature]</i>

1 min 11 sec
1 min 8 sec.
1 min 11 sec
1 min 15 sec
1 min

Tornado Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1	02/07/2023	1:30 pm	Kyle Lackey	<i>[Signature]</i>
2	03/07/2023	10:00 am	Kyle Lackey	<i>[Signature]</i>

Lock Down Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1 Shelter in Place	10/13/2022	1:30 pm	Kyle Lackey	<i>[Signature]</i>
2 Shelter in Place	02/15/2023	10:00 am	Kyle Lackey	<i>[Signature]</i>
3 Shelter in Place	03/23/2023	1:30 pm	Kyle Lackey	<i>[Signature]</i>
Practice Drill				



Record of Emergency Drills 2021-2022

Fire Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1	09/28/2021	10:00 am	Kyle Lackey	[Signature]
2	10/14/2021	2:00 pm	Kyle Lackey	[Signature]
3	11/04/2021	10:00 am	Kyle Lackey	[Signature]
4	04/26/2022	12:30 pm	Kyle Lackey	[Signature]
5	04/28/2022	9:00 am	Kyle Lackey	[Signature]

Tornado Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1	03/08/2022	1:30 pm	Karla Orlando	[Signature]
2	04/07/2022	10:00 am	Kyle Lackey	[Signature]

Lock Down Drills

Drill No.	Date	Evacuation Time	Conducted By	Campus Operations Manager Signature
1	10/22/2021	2:00 pm	Kyle Lackey	[Signature]
2	02/18/2022	10:00 am	Kyle Lackey	[Signature]
3	05/23/2022	1:30 pm	Kyle Lackey	[Signature]