



## TORNADO DRILL OBSERVATION REPORT

Student Services & Strategic Planning: School Safety  
(252) 492-2127

Date:   Before Lunch  During Lunch  After Lunch  End of Day

Time Started:   am  pm Time Ended:   am  pm

Aycock  Carver  Clarke  Dabney  LB Yancey  EO Young  New Hope  Pinkston St.  Zeb Vance

EM Rollins STEAM  Vance Middle  Vance High  EC/VGCC  AdVANCE Academy  Administrative Services Center  Maintenance Dept.  Transportation Dept.

### PRE TORNADO DRILL PLANNING

- Yes  No  N/A Was principal, staff notified of Tornado drill?
- Yes  No  N/A Was SRO, Security Officer, Deputy notified of Tornado drill?
- Yes  No  N/A Were student informed about the Tornado drill?
- Yes  No  N/A Do your school have more than one floor?
- Yes  No  N/A Do all classrooms have the capabilities to communicate to main office?

### GENERAL PROCEDURES - TORNADO DRILL

- Yes  No  N/A Were all exterior doors closed & locked?
- Yes  No  N/A Were all students in compliance to Tornado drill procedures
- Yes  No  N/A Were all teachers and students quiet during the drill?
- Yes  No  N/A Were all students and staff brought inside a secure building?
- Yes  No  N/A Were students and staff secure in the hallway with their hands over their heads?
- Yes  No  N/A Did any teachers continue to teach or staff members continue to work?
- Yes  No  N/A Did all staff stay at least (20) feet away from exterior doors and windows?
- Yes  No  N/A Were all students with disabilities protected and made secure?
- Yes  No  N/A Were all students with special needs protected and made secure?
- Yes  No  N/A If drill took place during lunch or breakfast was the cafeteria staff prepared?

### DEBRIEF

- Yes  No  N/A Once completed will staff debrief the Tornado drill with students?
- Yes  No  N/A All staff members trained to listen for a closing statement to end drill?
- Yes  No  N/A Will parents be notified of the drill?

Observer's Signature:

Date of Observation: