Fire/Tornado/Safety Drill Completion Documentation

Building Name: ____Symons elementary_____

School Year: ____2018-2019_____

Date: _____11-8-2018_____

Time: ___10:00 am_____

Type: ▢ Fire ▢ Tornado x▢ Safety

Location: x▢ Classroom ▢ Lunch ▢ Recess ▢ Other

Number of Completed Drills: __3__ Fire ____ Tornado _1___ Safety

Name of Person in Charge of the Drill: _____Angela Bigham_____

Signature of Principal Acknowledging Completion: _ A. Bigham __

Fire Drills
- 5 Per Year
- 3 Before December 1
- 2 During Remainder of School Year

Tornado Drills
- 2 Per Year
- 1 During Month of March

Safety Drills
- 3 Per Year
- 1 Before December 1
- 1 After January 1
- Seek Input from Local Public Safety Officials

Other Requirements
- 1 Drill During Lunch, Recess, or Time When Students are Not in Classrooms
- List of Scheduled Drills to County Emergency Management Coordinator by September 15
- Drill can be Cancelled for Severe Storm, Fire, Epidemics, Utility Outage, Water Failure, Sewer Failure, Health Conditions
- A Cancelled Drill Must be Scheduled within 10 Days of the Cancelled Drill
- Documentation of a Drill Must be Placed on the Website Within 30 Days of the Drill
- Drill Documentation Must Remain on the Website for 3 Years