## Fire/Tornado/Safety Drill Completion Documentation

Building Name: Milan Middle School			- fr
School Year: 2014-15		-Doring grade	1.20ch
Date: 10 / 1 / 14		8rade	(0/10)
Time: 11 : 05 (AM) PM		-	
Type: Ŋ Fire □ Tornado □ Safety			
Location:   Classroom  Lunch Recess Other			
Number of Completed Drills: 3 Fire 1 Tornado	Safety		
Name of Person in Charge of the Drill: D. Schmittou			
Signature of Principal Acknowledging Completion:			
Fire Drills  • 5 Per Year  • 3 Before December 1  • 2 During Remainder of School Year	Safety Drills  • 3 Per Year  • 1 Before December 1  • 1 After January 1		

## Tornado Drills

- 2 Per Year
- 1 During Month of March

## Other Requirements

- 1 Drill During Lunch, Recess, or Time When are Not in Classrooms
- List of Scheduled Drills to County Emergency Management Coordinator by September 15
- Drill can be Cancelled for Sever Storm, Fire, Epidemics, Utility Outage, Water Failure, Sewer Failure, Health Conditions

• 3 Before December 1

• Seek Input from Local Public Safety Officials

- 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