Fire/Tornado/Safety Drill Completion Documentation

Building Name: Symons Elementary	
School Year: 2014 - 2015	
Date: 01 / 14 / 2015	
Time: 2 :00 AM PM	
Type: □ Fire □ Tornado ■ Safety	
Location: ■ Classroom □ Lunch □ Recess □ Oth	er
Number of Completed Drills: 3 Fire	Tornado <u>3</u> Safety
Name of Person in Charge of the Drill: ${\sf William\ V}$	/right
Signature of Principal Acknowledging Completion:	Wh. W.
Fire Drills • 5 Per Year	Safety Drills • 3 Per Year

Tornado Drills

- 2 Per Year
- 1 During Month of March

• 3 Before December 1

• 2 During Remainder of School Year

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

• 1 Before December 1

• Seek Input from Local Public Safety Officials

1 After January 13 Before December 1

- 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