## Fire/Tornado/Safety Drill Completion Documentation

Building Name: Symons Elementary	
School Year: 2014 - 2015	
Date: 10 /02 /2014	
Time: 9 : 30 AM PM	
Type: □ Fire □ Tornado ■ Safety	
Location: ■ Classroom □ Lunch □ Recess □ Other	
Number of Completed Drills: Fire Tornado	2 Safety
Name of Person in Charge of the Drill: William Wright	
Signature of Principal Acknowledging Completion:	
Fire Drills	Safety Drills
• 5 Per Year	3 Per Year
3 Before December 1     2 During Remainder of School Year	1 Before December 1     1 After January 1
<ul> <li>2 During Remainder of School Year</li> </ul>	<ul><li>1 After January 1</li><li>3 Before December 1</li></ul>
Tornado Drills	<ul> <li>Seek Input from Local Public Safety Officials</li> </ul>

- 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
- 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