Fire/Tornado/Safety Drill Completion Documentation

Building Name: Symons Elementary	
School Year: 2014 - 2015	
Date: 03 /26 /2015	
Time: 2 : 30 AM PM	
Type: □ Fire ■ Tornado □ Safety	
Location: • Classroom □ Lunch □ Recess □ Othe	er
Number of Completed Drills: 3 Fire 2	Tornado3_ Safety
Name of Person in Charge of the Drill: William	Wright
Signature of Principal Acknowledging Completion:	Win wa
Fire Drills	Safety Drills
5 Per Year3 Before December 1	● 3 Per Year ● 1 Before December 1
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Tornado Drills

- 2 Per Year
- 1 During Month of March

• 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 After January 1

• 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