

## FIRE DRILL & LOCKDOWN LOG

CENTER /CLASSROOM: \_\_\_\_\_

YEAR: \_\_\_\_\_

**FIRE DRILL:**

MONTH	DAY & TIME	# CHILDREN PRESENT	# ADULTS PRESENT	ACTIVITY AT TIME	EVACUATION ELAPSED TIME	HEAD COUNT YES / NO	DOORS & WINDOWS CLOSED Yes / No	METHOD OF ALARM	ALTERNATE PLAN USED *	EXIT CLEAR YES / NO	COMMENTS
JAN											
FEB											
MAR *											
APR											
MAY											
JUN											
JUL *											
AUG											
SEPT											
OCT											
NOV *											
DEC											

\* Months required to use alternate exit-please initial column above to confirm alternate plan utilized.

**LOCKDOWN:**

MONTH	DAY & TIME	# CHILDREN PRESENT	# ADULTS PRESENT	ACTIVITY AT TIME	END TIME	HEAD COUNT Yes / No	DOORS & WINDOWS LOCKED Yes / No				COMMENTS
MAR											
OCT											