

FIRE DRILL - LOCKDOWN – EVACUATION 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 Yes / No	EXIT CLEAR YES /NO	COMMENTS
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
JUL											
AUG											
SEPT											
OCT											
NOV											
DEC											

LOCKDOWN:

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

EVACUTATION DRILL:

MONTH	DAY & TIME	# CHILDREN PRESENT	# ADULTS PRESENT	ACTIVITY AT TIME	END TIME	HEAD COUNT YES / NO	DOORS & WINDOWS <u>LOCKED</u> Yes / No		COMMENTS
MAY									
SEP									