

FIRE or EVACUATION DRILL REPORT

SCHOOL:

PRINCIPAL:

PRINCIPAL'S SIGNATURE:

DATE:

TIME OF DRILL:

NUMBER OF STUDENTS TAKING PART:

(When Applicable) NO. OF BUSES

TIME REQUIRED TO COMPLETE EVACUATION:

MIN.

SEC.

TYPE OF DRILL:

Group A: Minimum of one (1) per month for a total of 11.*

Fire: (Primary Route)..... _____

Fire: (Alternate Route)..... _____

Group B: Minimum of one (1) per semester for a total of 2.

School Bus:..... _____

Group C: Minimum of one (1) per semester for a total of 2.

Tornado:..... _____

Group D: Minimum of one (1) per quarter for a total of 4.

Lockdown:..... _____

Other (Specify):

Drill No. for Year

Check if Operational: Flashers Horns Sound Level

***It shall be the duty of the school principal to see that fire exit drills (Group A) for their school are held a minimum of one (1) per month during the school year and any summer month that students are on campus.**

Two (2) during the first two weeks of the first semester and one (1) per month during the remainder of the school year.

Provide a copy of this report to the Code Compliance Department and file one copy in the principal's office for each drill conducted. If an equipment deficiency is found submit a work order to the Maintenance Department immediately. Reports should contain the month, day and hour of the drill, number of pupils taking part, time required to complete the evacuation, type of drill used and any other pertinent information.

NFPA LIFE SAFETY CODE 101 - 15.7.2.3

COMMENTS: