NAME OF FACILITY/HOME:

FIRE DRILL

Conduct fire drills, at various times when children are in care. A minimum of one fire drill annually must occur while children are napping/sleeping and one fire drill must be conducted using alternate evacuation route. Annually, at least one fire drill will be conducted while licensing staff are present.

DATE (MM/DD/YY)	TIME OF DAY	NUMBER OF **ADULT** PARTICIPANTS	NUMBER OF **CHILD** PARTICIPANTS	TIME TO CLEAR BUILDING	ROUTE UTILIZED/ALTERNATE ROUTE	DATE FIRE EXTINGUISHER CHECKED	COMMENTS	INITIALS OF OWNER/DIRECTOR

EMERGENCY PREPAREDNESS

Conduct drills of the emergency preparedness and evacuation plan for situations such as inclement weather (tornadoes) or a necessary lock down of the facility due to an outside threat. Annually you must practice each drill outlined in your emergency preparedness plan at least once.

DATE (MM/DD/YY)	TIME OF DAY	NUMBER OF **ADULT** PARTICIPANTS	NUMBER OF **CHILD** PARTICIPANTS	SITUATION/EVENT PRACTICED	TIME TAKEN TO COMPLETE	COMMENTS	INITIALS OF OWNER/DIRECTOR
				LOCK DOWN			
				INCLEMENT WEATHER			