

**EMERGENCY PREPAREDNESS LOG**  
**(Fire Extinguishers – Smoke Detectors – Evacuation Drills)**

SITE \_\_\_\_\_

YEAR \_\_\_\_\_

**Initial the appropriate box after each is completed**

Month	Fire Extinguishers	Smoke Detectors	Bus Evacuation	*Fire Drill	Tornado Drill	First Aid Kit/Fanny Pack
September						
October						
November						
December						
January						
February						
March						
April						
May						

- **\*AS DIRECTED BY THE STATE FIRE MARSHALL ALL FIRE EXTINGUISHERS AND SMOKE DETECTORS ARE TO BE CHECKED ON A Monthly BASIS:**
- **\*FIRE EXTINGUISHERS – DO A VISUAL CHECK - GAUGE MUST REGISTER IN THE GREEN AREA**
- **\*SMOKE DETECTORS – PUSH BUTTON TO SOUND THE ALARM ON THE DETECTOR.**
- **\*HOME BASE UNITS ONLY NEED TO DO FIRE DRILLS AND TORNADO DRILLS AT GROUP SOCIALIZATIONS IN SEPTEMBER AND APRIL (then in the homes in October & May – record on each child’s individual lesson plan)**
- **\*FIRE DRILLS – indicate date on this form and then complete details on the Emergency Evacuation Drill Log**