

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	Lock Down 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**