

## Fire/Tornado/Safety Drill Completion Documentation

Building Name: Milan Middle School

School Year: \_\_\_2015-2016\_\_\_\_\_

Date: 4/14/16

Time: 1:00 PM - 1:20 PM

Type: Fire Tornado **Safety**

Location:  **Classroom**    Lunch    Recess    Other

Number of Completed Drills:    \_\_\_5\_\_\_ Fire        \_\_\_2\_\_\_ Tornado        \_\_\_3\_\_\_ Safety

Name of Person in Charge of the Drill: Shanna Spickard

Signature of Principal Acknowledging Completion: \_\_\_\_\_ Janet Martin \_\_\_\_\_

### Fire Drills

- 5 Per Year
- 3 Before December 1
- 2 During Remainder of School Year

### Tornado Drills

- 2 Per Year
- 1 During Month of March

### Safety Drills

- 3 Per Year
- 1 Before December 1
- 1 After January 1
- Allow Reasonable Spacing Between Drills
- Seek Input from Local Public Safety Officials