FIRE DRILL

Cottage/Building ____________________________ A.M.

Date of Drill ____________________________ Time of Drill _______ P.M.

Employee Conducting the Drill ______________

Employee Supervising Drill __________________

Time Taken To Evacuate ________________ Exits Used ______________

Place Students Assembled ________________ Location of Fire ______________

SUPERVISOR'S COMMENTS:

1. Was evacuation calm/orderly? ________________________________

2. Did students follow instructions? ________________________________

3. Did students know location(s) of exit(s)? ________________________________

4. Did students assemble at designated area? ________________________________

5. How many students were you responsible for? ________________________________

6. Did you bring a student roster or check list and call each student’s name to insure that all students were present? ________________________________

7. Did you check fire extinguisher for charge and location? ________________________________

OTHER COMMENTS: __________________________________________

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__________________________________________

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