



200 South Harrison Street #1
Aberdeen, South Dakota 57401
605.229.4506

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

Site: _____ Year: _____

Directions: Date and initial the appropriate box after each task is completed.

<u>Month</u>	<u>Fire Extinguishers/ Carbon Monoxide[^]</u>	<u>Smoke Detectors^{1^}</u>	<u>Bus Evacuation</u>	<u>Fire Drill^{2*}</u>	<u>Tornado Drill[*]</u>	<u>Lock Down Drill</u>	<u>First Aid Kit & Fanny Pack</u>
September							
October							
November							
December							
January							
February							
March							
April							
May							

[^]As directed by the state fire marshal, all fire extinguishers and smoke detectors must be checked **monthly**. Do a visual check on the extinguishers to ensure the gauge registers in the green area.

¹Put the button to sound the alarm on the smoke detector.

²Indicate fire drill dates on this form and complete details on the *Emergency Evacuation Drill Log*.

^{*}Home base, do fire and tornado drills at group socializations in September and April and at home visits in October and May. Record the home drills on each child's individual lesson plan.