**MISSISSIPPI COUNTY ARKANSAS, E.O.C.**

**Date of Annual Inspections:**

Fire\_\_\_\_\_\_\_\_\_

Health\_\_\_\_\_\_\_\_

Boiler\_\_\_\_\_\_\_\_\_

Gas\_\_\_\_\_\_\_\_\_\_

**EARLY CHILDHOOD EDUCATION DEPARTMENT**

**MONTHLY SAFETY DRILLS AND PRACTICES**

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CENTER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**RELOCATION SITE IF STAFF AND CHILDREN HAVE TO LEAVE THE FACILITY GROUNDS:**

**­­­­­­­­­­­­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TORNADO DRILL** | | | | | | **FIRE DRILL** | | | | | **EARTHQUAKE DRILL** | | | | | **BUILDING LOCKDOWN** | | | | | **Fire Extinguishers (FE) CO2 Detectors (CO2) Smoke Alarms (SA)** | | |
| **Month** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **Date** | **FE,**  **CO2,**  **SA** | **Staff Initial** |
| **January** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **Feb.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **March** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **April** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **May** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **TORNADO DRILL** | | | | | | **FIRE DRILL** | | | | | **EARTHQUAKE DRILL** | | | | | **BUILDING LOCKDOWN** | | | | | **Fire Extinguishers (FE) CO2 Detectors (CO2) Smoke Alarms (SA)** | | |
| **Month** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **#Children** | **Date** | **Time of Day** | **Length of Time Taken** | **Staff Initial** | **Date** | **FE,**  **CO2,**  **SA** | **Staff Initial** |
| **June** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **July** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **August** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **Sept.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **October** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **Nov.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |
| **Dec.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FE  CO2  SA |  |

The Monthly Safety Drills and Practices will be completed on a monthly basis for each area listed.

The Center Operations Specialist or designated staff will complete this form by initialing their name, providing a date, and time for the above inspections, drills, and checks.

**Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date Submitted**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_