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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TORNADO DRILL** | **FIRE DRILL** | **EARTHQUAKE DRILL** | **BUILDING LOCKDOWN** | **Fire Extinguishers (FE) CO2 Detectors (CO2) Smoke Alarms (SA)** |
| **Month** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **Date** |  **FE,** **CO2,** **SA** | **StaffInitial** |
| **January** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **Feb.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **March** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **April** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **May** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **TORNADO DRILL** | **FIRE DRILL** | **EARTHQUAKE DRILL** | **BUILDING LOCKDOWN** | **Fire Extinguishers (FE) CO2 Detectors (CO2) Smoke Alarms (SA)** |
| **Month** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **#Children** | **Date** | **TimeofDay** | **Lengthof TimeTaken** | **StaffInitial** | **Date** | **FE,****CO2,****SA** | **StaffInitial** |
| **June** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **July** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **August** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **Sept.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **October** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **Nov.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |
| **Dec.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | FECO2SA |  |

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