Child Care Facility Fire & Severe Weather Drills Monthly Report

Mississippi State Department of Health

Facility Name					Monthly Fire Drills - fromtoto			
License # (Follows Licensure Year for "from/to" Dates)								
Date/Time	# of Staff	# of Children	Method (Alarm, Bell)	Total Time of Evacuation*	Person In Charge	Weather/Special Conditions**	Problems Encountered	

* "Total Time of Evacuation" includes evacuation time and verification that all occupants were out of the building.

** "Special Conditions" include but not limited to circumstances such as the primary exit route being blocked or the presence of special needs children, etc.

02/03/2020

PURPOSE

To be used by the child care provider to document mandatory monthly fire and severe weather drills.

INSTRUCTIONS

The child care provider conducts the mandatory monthly drill in accordance with the *Regulations Governing the Licensure of Child Care Facilities* Rule 1.12.7 Fire/Disaster Evacuation Dills and documents the action on the report.

The licensing official will review the report upon inspection of the facility and document its approval or disapproval.

OFFICE MECHANICS AND FILING

Documentation of the report will be maintained in the electronic child care licensing facility file (LARS).

RETENTION

The report shall be retained as a part of the permanent file.