

FIRE/EVACUATION/TORNADO/LOCKDOWN - DRILL REPORT

The Safe Schools Regulation (Section 7) and the Manitoba Fire Code require schools to conduct fire drills 10 times during the school year, usually one within the first two weeks of school and then once a month for the remainder of the school year. Manitoba Education requires that schools practice lockdown drills at least twice each year and at least once during each term or semester but practicing more often is preferred by authorities. All schools must also conduct two tornado drills each year.

SCHOOL: _____ ADDRESS: _____

ADMINISTRATORS SIGNATURE: _____ DATE: _____

DATE OF FIRE DRILL	TIME OF DRILL	PULL STATION USED	LENGTH OF TIME TO EVACUATE	COMMENTS
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
DATE OF LOCKDOWN	TIME OF DRILL	REASON FOR LOCKDOWN (I.E. INTRUDER, WEAPONS DRILL)	LENGTH OF TIME TO SHELTER	COMMENTS
1.				
2.				
3.				
4.				
DATE OF TORNADO DRIL	TIME OF DRILL	WERE SHELTER AREAS ADEQUATE	LENGTH OF TIME TO SHELTER	COMMENTS
1.				
2.				

***Keep a copy on file for the Police/Fire/Labour Inspectors. At the end of the school year email a copy to the divisional Safety Officer.