

Drill Schedule and Log

All four emergency response drills (fire, lockdown, severe weather and earthquake) must be conducted within the first 30 instructional days of the new school year and must be conducted again in January.

KRS 158.162

Use the following worksheet to plan drills for your school. Submit a copy of the schedule with your school’s plan, and use the original to document drills when they actually occur.

Fire Drills: The Kentucky Fire Code requires that ten (10) fire drills be conducted during the school year. Two (2) of the ten (10) shall be in the first two (2) weeks of school

| Monthly Schedule | Date Conducted | Weather Conditions | Number of Occupants | Evacuation Time | Comments, Notes |
|------------------|----------------|--------------------|---------------------|-----------------|-----------------|
| 1st: | | | | | |
| 2nd: | | | | | |
| 3rd: | | | | | |
| 4th: | | | | | |
| 5th: | | | | | |
| 6th: | | | | | |
| 7th: | | | | | |
| 8th: | | | | | |
| 9th: | | | | | |
| 10th: | | | | | |
| 11th: | | | | | |
| 12th: | | | | | |

School Plan

Earthquake Drills:

| Date Scheduled | Date Conducted | Number of Occupants | Response Time | Comments, Notes |
|----------------|----------------|---------------------|---------------|-----------------|
| 1st: | | | | |
| 2nd (Jan): | | | | |

Severe Weather Safe Area:

| Date Scheduled | Date Conducted | Number of Occupants | Response Time | Comments, Notes |
|----------------|----------------|---------------------|---------------|-----------------|
| 1st: | | | | |
| 2nd (Jan): | | | | |

Lockdown:

| Date Scheduled | Date Conducted | Number of Occupants | Response Time | Comments, Notes |
|----------------|----------------|---------------------|---------------|-----------------|
| 1st: | | | | |
| 2nd (Jan): | | | | |

*Required bus evacuations: 2 per semester; 1 within the first week of each semester.