Evacuation Preparedness Record

Children's Center Name_____

License Year _____ to _____
(Beginning Date) (Ending Date)

Conduct drills of the emergency preparedness and evacuation plan for situations such as inclement weather (tornadoes) or a necessary lock down of the children's center due to an outside threat. Minimally, you must practice each drill noted above once during the license year. Up to 3 emergency preparedness drills can be substituted for fire drills.

Date	Time	# of Adults Participants	# of Child Participants	Time Taken to Complete	Situation (Type of Drill)	Comments	Initials of Provider/ Substitute