

Child Care Fire Safety & Emergency Drills Record

For Child Care Homes



Provider/Program:

License #:

Year:

Monthly Emergency Preparedness Check												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Date tests/check completed												
Test smoke detectors												
Test carbon monoxide detectors												
Check fire extinguishers												
Initials												

Fire Drills – Practiced Every Month									
Month	Date	Time of the Drill	Exits Used	# of Children/ Age Range	# Adults Present	Total Time to Evacuate	Name of Person Conducting the Drill	Alert Method Used	Notes: Record if the drill was conducted using an alternative evacuation route, if CCLD staff was present and/or any other notes.
JAN									
FEB									
MAR									
APR									
MAY									
JUN									
JUL									
AUG									
SEPT									
OCT									
NOV									
DEC									

One Other Aspect of the Emergency Plan – To Be Practiced At Least Every Other Month

Type of Drill*	Date	Time of the Drill	Exits Used	# of Children/ Age Range	# Adults Present	Total Time to Evacuate	Name of Person Conducting the Drill	Alert Method Used	Notes

*Examples of other aspects of the emergency plan:

- Acute illness of a child or caregiver
- Natural disasters like floods, landslides, tsunamis, wildfires, earthquake, etc.
- Shelter in place, lockdown or building lockout
- Gas leak, chemical spill, electricity outage

You are entitled to language assistance services and other accommodations at no cost. If you need help in your language or other accommodations, please contact the Department of Early Learning and Care at 503-947-1400