

Fire Drill Log

Instructions: Document monthly fire drills and smoke detector battery checks on this log sheet. It will be reviewed by the Home Provider Specialist at every inspection visit. (Reference 5101: 2-14-07, paragraph (B) 2, of the Ohio Administrative Code.)

Provider Name:				
Month	Date of Drill	Start Time	Number of Children	Total Time of Evacuation
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

How To Conduct A Fire Drill

First, make sure all the children are familiar with your fire escape plan. Your home fire drill should not be a scary experience for the children. In an emergency, they will follow directions instead of hiding under a bed or in a closet. Don't hold fire drills at the same time of day. Anytime is a good time to schedule one: nap time, mealtime, play time, etc.

An Example Of A Well-Executed Fire Drill:

1. Every child is in a bedroom, in bed, doors closed.
2. Sound your alarm.
3. Everyone swings into action: out of bed and out the door. Is the door too hot? Feel the door to determine whether or not it is safe to open.

FIRST DRILL: Escape via the normal exit (hall or stairway to a door).

SECOND DRILL: Assume the doors are hot—escape route is blocked by fire!

Now, everyone must test the alternate escape route. Depending on the child's age and capability, you need not actually attempt to use the alternate means of escape, but be sure everyone can open windows and remove screens easily; position an escape ladder quickly, etc.

4. Everyone gathers at the agreed upon meeting spot. **Are all accounted for?**
5. Be prepared to carry out any duty assignments.
6. Notify Fire Department from outside the home.

Have a plan in place for evacuating infants and second story occupants. If possible, keep a ladder outside your home to raise to a second story window.

IMPORTANT! If caught in smoke or heat, **STAY LOW!** Heat rises, so the air is better closer to the floor. Take short breaths and cover your face with a cloth. If clothing catches, fire, **STOP, DROP AND ROLL!**

**When fire strikes, get everyone out of the house quickly!
Call 911 or ask a neighbor to call 911 for you.**