

SPECIAL NOTICE TO ALL CAMPUSES

MONTHLY FIRE DRILL

***This form should be completed, SIGNED BY THE PRINCIPAL/ASST. PRINCIPAL/DEAN OF STUDENTS, DATED and RETURNED to the Administration Office BY THE 10th of each month.

Local school districts are required by ACT 254 of 1955, and Code Annotated § 12-13-109 to hold a fire drill **EACH MONTH** they are in session.

The Arkansas Department of Education School Fire Safety Program states the following:

1. Each student must have two routes of egress.
2. The evacuation drill must take no longer than 90 seconds.
3. Provisions must be made for the evacuation of handicapped students.
4. Our school district will submit a monthly fire drill report on the 10th of each month reflecting the results of each month's drill.

The monthly fire drill for _____ was held
Campus Name

on _____ at _____.
Date Time

The Evacuation Time was _____.

Please notate any special notes and/or problems:

Date: _____ Principal/Designee: _____