

**WAKULLA COUNTY PUBLIC SCHOOLS  
FIRE EXIT DRILL SCHEDULE**

Each school is required to schedule and conduct a minimum of one Fire Exit Drill each month during the school year.

All students, staff and faculty, and visitors must evacuate the school during each drill. It is recommended that the school include the Fire Department as part of the drill at least once a year.

**SCHOOL YEAR:** \_\_\_\_\_

Each school is required to conduct a Lockdown Drill once a semester. Please record the date of these drills below.
--

Month	Date	Start Time	Stop Time	Elapsed Time	Last Out	Comments	Lockdown Drill
August							
September							
October							
November							
December							
January							
February							
March							
April							
May							
June							
July							

School: \_\_\_\_\_ Principal: \_\_\_\_\_ Date: \_\_\_\_\_

**Maintain a copy of this completed form at your school.**

**Return the completed form to the Risk Management Department before July 1 of the current school year.**