# 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.

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