

# Ardmore Enterprises, Inc.

FIRE SAFETY REPORT

Home: \_\_\_\_\_ Date of drill: \_\_\_\_\_ Time of drill: \_\_\_\_\_

Evacuation time: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

Number of household members: \_\_\_\_\_

Designated outdoor meeting place: \_\_\_\_\_

Level of assistance needed to exit safely (please check appropriate box) :

INITIALS	Independent	Verbal prompt	Gestural prompt	Physical prompt	Full physical guidance

Fire extinguisher fully charged, with pin in place: \_\_\_\_\_ yes \_\_\_\_\_ no

Smoke detectors tested and working properly: \_\_\_\_\_ yes \_\_\_\_\_ no

All exits out of the home free and clear of obstruction: \_\_\_\_\_ yes \_\_\_\_\_ no

Problems encountered (evacuation took longer than 3 minutes, or any other problems):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendations of staff conducting fire drill:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Results of recommendations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Instructions:

1. Conduct drills at least monthly according to schedule of times.
2. Meet at the same designated "safe location" outside the house, away from the access route that may be needed by fire company in the case of an actual fire.
3. Forward a copy of report to program coordinator by the Friday following the drill.
4. Keep a copy of report for the house records.
5. Use the back of report if more room is needed to report problems, recommendations, or results.

Staff conducting drill

Date

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Program coordinator

Date