



# Elkhart & St. Joseph Counties Head Start Consortium Bus Evacuation Drill

Date: \_\_\_\_\_ Site: \_\_\_\_\_

Driver's Name: \_\_\_\_\_ Bus #: \_\_\_\_\_

**(First evacuation drill is to be done within 30 days from the start of the program)**

Evacuation Drill #:    **1**                      **2**                      **3**                      Number of Students: \_\_\_\_\_

**Drill Start time:** \_\_\_\_\_                      **Drill End Time:** \_\_\_\_\_

Weather conditions: \_\_\_\_\_

**Door used for Evacuation:** Service: \_\_\_\_\_ Rear: \_\_\_\_\_ Side: \_\_\_\_\_

**(The service door can only be used one(1) time for evacuation drill)**

Comments/Concerns/Questions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Driver Signature

\_\_\_\_\_  
Para/Monitor Signature

\_\_\_\_\_  
School Signature

**Reference: #1303.74**

Each agency must provide training for the children enrolled in the Early Start/Head Start Program. Emergency evacuation procedures including participating in an emergency evacuation drill must be conducted on the vehicle the child will be riding.

Each agency providing transportation services must ensure that at least two evacuation drills are conducted each year. These are in addition to the one required within 30 days of the start of the program.