To: ALL PRINCIPALS

The laws of Mississippi and our national and community safety require that monthly fire drills be conducted in all schools. You are therefore directed to set-up and conduct a minimum of one drill each month of the ensuing school year.

As evidence of our full compliance with the law and as a matter of public record each principal is to conduct two fire drills during the first two weeks of school and a total of 10 fire drills for the school year. Immediately after each fire drill, the principal will complete the following information and send to the Director of Maintenance and Transportation.

I hereby certify that a fire drill was held at

_____ _____

School Date

and that the building evacuation time was _____ and _____

Minutes Seconds

Each principal shall have two tornado drills each fall and two each spring. These drills are to be reported on this same form. Each school should use the appropriate bells for the fire alarm drills and tornado drills.

I hereby certify that a tornado drill was held at

_____ _____

School Date

_____

Principal's Signature

A copy of this certificate should be retained in the principal's files.

All teachers in the building under your supervision should be made familiar with every phase of fire safety such as the locations of exits, f ire escapes, fire hoses, and fire extinguishers. Any technical advice you feel the need for will be gladly furni shed by calling the Chief of the local fire department.

Bulletin No. 29

2025-26