|  |
| --- |
| **Preparation** |
| **Checklist Items** | **Yes** | **No** | **Not Required** | **Comments** |
| Law Enforcement Safety Liaison present | [ ]  | [ ]  | [ ]  |       |
| Two Site Safety Officers present – in assigned areas | [ ]  | [ ]  | [ ]  |  |
| Safety officers stationed at each exit | [ ]  | [ ]  | [ ]  |  |
| Actors assignments given | [ ]  | [ ]  | [ ]  |       |
| Re-enforce RUN, HIDE, FIGHT (restrictions) | [ ]  | [ ]  | [ ]  |  |
| Observers/area roles – not in play they do not move | [ ]  | [ ]  | [ ]  |  |
| Safety glasses/vests issued and being worn | [ ]  | [ ]  | [ ]  |       |
| Site review completed, area and restrictions cited -  | [ ]  | [ ]  | [ ]  |       |
| No running or contact with shooters other than as already defined. | [ ]  | [ ]  | [ ]  |       |
| Simulated fight projectiles briefing/demonstration | [ ]  | [ ]  | [ ]  |       |
| Area in play defined | [ ]  | [ ]  | [ ]  |       |
| Cell phones off; video or photography not permitted | [ ]  | [ ]  | [ ]  |  |
| Safety word “SNOW WHITE” rules and use | [ ]  | [ ]  | [ ]  |       |
| Use “All Clear Drill is Over” when drill is completed | [ ]  | [ ]  | [ ]  |  |
| Final area check for safety issues – or concerns from attendees | [ ]  | [ ]  | [ ]  |       |
| Set Boundaries | [ ]  | [ ]  | [ ]  |       |
| Head count of all participants | [ ]  | [ ]  | [ ]  |       |
| Final briefing and “go live” | [ ]  | [ ]  | [ ]  |       |
| **During Drill** |
| **Checklist Items** | **Yes** | **No** | **Not Required** | **Comments** |
| Stop actors from leaving area | [ ]  | [ ]  | [ ]  |       |
| Safe sticker to indicate actor is safe and now an observer | [ ]  | [ ]  | [ ]  |       |
| Facilitator pick-up shell casings  | [ ]  | [ ]  | [ ]  |  |
| **Completion** |
| **Checklist Items** | **Yes** | **No** | **Not Required** | **Comments** |
| Head Count | [ ]  | [ ]  | [ ]  |       |
| Double check Actor/Observer safety  | [ ]  | [ ]  | [ ]  |       |
| Collection of safety glasses (optional) | [ ]  | [ ]  | [ ]  |  |
| Quick after action  | [ ]  | [ ]  | [ ]  |       |
| Escort to next area  | [ ]  | [ ]  | [ ]  |  |