|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 |  |  |  |  |