

**SY2023/2024**

**Emergency Drill Log**

School Name	Drill Schedule Submission Date	Principal
Achieve Charter Academy	Aug 31, 2023	Rachael Moore

**School Name:** Achieve Charter Academy      **School Year:** 2023-2024  
**First Day of School:** 9/5/23      **Last Day of School:** 6/14/24

**Fire Drills**

Month	Date	Time	Notification Method	# of Staff Members	# of Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
October	10/12/23	11:00 am	alarm	76	650	blocked egress	none	Clear	2	12
October	10/17/23	1:33 PM	Alarm System	53	721	Pulled fire alarm	None	Clear	3	54
September	9/14/23	10:03 a.m.	Alarm system	53	761	Pulled fire alarm	None	Clear	4	3
November	11/20/23	12:51 p.m.	Fire Alarm	53	710	Smoke reported coming from kitchen area during lunch	None	Cold	4	42

**Room Clear**

Date	Time	Special Conditions Simulated	Problems Encountered
2/8/24	10:56 AM	Disturbance in the room	None

**Hold**

Date	Time	Special Conditions Simulated	Problems Encountered
11/3/23	2:26 p.m.	Hazard response for illness	None

**Reverse Evacuation**

Date	Time	Special Conditions Simulated	Problems Encountered
10/17/23	1:41 PM	Suspicious activity in parking lot	None

**Lock Down**



Date	Time	Special Conditions Simulated	Problems Encountered
11/8/23	2:01 p.m.	Intruder in the building	One room without a curtain on the door; one room phone not working so they did not hear the drill (new one has been ordered)
2/23/24	9:27 a.m.	None	None
9/21/23	10:36 a.m.	Hazard Response for Intruder	None

**Tornado Drill/Severe Weather**

Date	Time	Special Conditions Simulated	Problems Encountered
10/6/23	9:32 a.m.	Tornado Warning	A few rooms couldn't hear the announcement; putting in a work order



Date	Time	Special Conditions Simulated	Problems Encountered
3/22/24	9:00 AM	Heard tornado siren	None

**Reunification**

Date	Time	Special Conditions Simulated	Problems Encountered
10/4/23	4:30 p.m.	None	None

**Signature of Person Responsible: Teresa Sparks**