

Emergency Drill Log - Michigan

River City Scholars Charter Academy

944 Evergreen St SE

Grand Rapids, MI

(616) 248-3390

School Name: River City Scholars Charter Academy

School Year: 2024-2025

First Day of School: 08/19/2024

Last Day of School: 06/11/2025

Evacuate (Fire Drill)

Five per school year. (Three before December 1, Two after January 1). Some must be done during lunch or recess

Deadline	Date	Time	Actual Date & Time *(optional) only enter if original drill date was missed	Notification Method	# Staff Members	# of Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 1	08/29/2024	9:31 AM	08/29/2024 9:31 AM	Other / Used system to sound the alarm in drill mode	43	326	None /	None	clear	6 minutes and 52 seconds
Before Dec. 1	09/10/2024	11:55 AM	09/10/2024 11:55 AM	Announcement made /	39	312	Lunchtime Drill /	None	sunny	5 minutes and 39 seconds
Before Dec 1	10/23/2024	1:30 PM	10/23/2024 1:30 PM	Alarm pulled /	42	326	Secondary means of egress (e.g. blocked exit in a wing) /	none	cool	3 minutes and 41 seconds
After Jan 1	03/26/2025	10:00	03/26/2025 1:20 PM	Other / too			None /	None	cloudy	4 minutes

After Jan. 1	03/20/2023	AM	Admin Out	many staff out	42	318	none /	none	sunny	and 6 seconds
After Jan. 1	04/18/2025	2:00 PM	05/08/2025 2:00 PM MSTEP Testing	Other / testing	42	318	None /	none	sunny	5 minutes and 45 seconds

Room Clear

One per school year. (Before December 1)

Deadline	Date	Time	Actual Date & Time *(optional) only enter if original drill date was missed	Special Conditions Simulated	Time to Complete (mins & seconds)
Before Dec 1.	09/03/2024	8:45 AM	09/03/2024 8:45 AM	Disturbance in a classroom /	3 minutes

Hold

Two per school year (one before December 1, one after January 1)

Deadline	Date	Time	Actual Date & Time *(optional) only enter if the original drill date was missed	Special Conditions Simulated	Time to Complete (mins & seconds)

Before Dec 1.	09/03/2024	12:30 PM	09/03/2024 12:30 PM	Disturbance in a hallway /	1 minutes and 47 seconds
After Jan. 1	03/07/2025	10:00 AM	03/07/2025 10:00 AM	Disturbance in a hallway /	5 minutes

Secure (Reverse Evacuation and Preventive Lockdown)

One per school year (Before January 1)

Deadline	Date	Time	Actual Date & Time *(optional) only enter if original drill date was missed	Special Conditions Simulated	Time to Complete (mins & seconds)
Before Jan. 1	09/25/2024	1:45 PM	09/25/2024 1:45 PM	Animal on playground /	4 minutes

Lockdown

Three per school year (two before December 1, one after January 1)

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Deadline	Date	Time	Actual Date & Time *(optional) only enter if original drill date was missed	Special Conditions Simulated	Time to Complete (mins & seconds)
Before Dec. 1	09/12/2024	1:15 PM	09/12/2024 1:15 PM	Hazard Response for Intruder /	7 minutes
Before Dec. 1	10/30/2024	9:00 AM	10/30/2024 9:00 AM	Hazard Response for Intruder /	4 minutes
After Jan. 1	02/19/2025	11:00 AM	02/20/2025 12:00 PM Staff/Admin absences	Hazard Response for active shooter /	4 minutes

Shelter (Tornado)

Two per school year (one before December 15, and one in March)

Deadline	Date	Time	Actual Date & Time *(optional) only enter if original drill date was missed	# Evacuted to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	09/20/2024	1:00 PM	09/20/2024 1:00 PM	0	sunny	9 minutes
March	03/11/2025	10:15 AM	03/11/2025	-		8

March	03/11/2023	10:10 AM	10:20 AM		0	minutes
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Reunification

One per school year (Before December 31)

Deadline	Date	Actual Date & Time *(optional) only enter if original drill date was missed	Special Conditions Simulated	Brief Summary
Before Dec. 31	08/20/2024	08/20/2024 8:30 AM	Partial School /	All grades walked to the reunification site. 8:30 am-5th-8th 1:00 pm Kinder-4th

Person Responsible

KAYLEN HOOK