

Emergency Drill Log - Michigan

Hamtramck Academy
11420 Conant St
Hamtramck, MI
(313) 368-7312

School Name: Hamtramck Academy

School Year: 2026-2027

First Day of School: 08/31/2026

Last Day of School: 06/16/2027

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	09/10/2026	1:00 PM		Announcement made /	55	532	None /			3 minutes and 59 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)
----------	------	------	--	------------------------------	-----------------------------------

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)
----------	------	------	--	------------------------------	-----------------------------------

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)
----------	------	------	--	------------------------------	-----------------------------------

Lockdown

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

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)
----------	------	------	--	---------------------------------	--------------------	-----------------------------------

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	08/25/2026	08/25/2026 10:00 AM	Staff walkthrough /	Staff walk through route.

Person Responsible

MONIQUE CASH