

## Emergency Drill Log - Michigan

Chandler Woods Charter Academy  
6895 Samrick Ave NE  
Belmont, MI  
(616) 866-6000

School Name:	Chandler Woods Charter Academy
School Year:	2025-2026
First Day of School:	08/20/2025
Last Day of School:	06/05/2026

### 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	09/16/2025	9:40 AM	09/15/2025 8:25 AM The Brigade Guy accidentally tripped the alarm. It only went off for a second but people started exiting the building. We treated it as a our first practice drill.	Alarm pulled /	49	759	None /	Confusion about whether drill was real or not.	Sunny	4 minutes and 55 seconds
Before Dec. 1	10/29/2025	1:25 PM	10/29/2025 1:25 PM	Alarm pulled /	49	759	None /	Doors left open; confusion about placement of one Y5 Class with a teacher	Sunny	4 minutes and 18 seconds
Before Dec 1	11/07/2025	2:00 PM	11/07/2025 2:02 PM	Alarm	49	759	Secondary means of egress (e.g.			4 minutes

			two minutes late because we were waiting to get off phone with fire department, letting them know we had a drill.	pulled /				blocked exit in a wing) /		and 14 seconds
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#### 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.	09/10/2025	10:00 AM	08/26/2025 9:36 AM 5th Grade did a practice run through.	Illness in a classroom /	5 minutes and 47 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)
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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.	11/04/2025	9:30 AM	11/05/2025 10:51 AM This was a real hold. Student Emergency.	Other /	53 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	10/24/2025	9:00 AM	12/05/2025 11:56 AM Planned on it being grade level but they forgot so we did the entire Middle School.	Suspicious activity in parking lot /	2 minutes and 57 seconds

#### Lockdown

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

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)
Before Dec. 1	10/10/2025	10:00 AM	10/10/2025 10:00 AM	Hazard Response for active shooter /	3 minutes and 5 seconds
Before Dec. 1	12/09/2025	9:30 AM	12/16/2025 9:59 AM Had to reschedule due to Santa's Workshop.	Hazard Response for Intruder /	3 minutes and 33 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	# Evacuated to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	11/19/2025	10:00 AM	11/19/2025 10:00 AM	759	Beautiful Day.	9 minutes and 47 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	09/05/2025	08/18/2025  12:30 PM  We ended up doing a walk through at Back to School PD instead of this date.	Staff walkthrough /	This was talked about at back to school PD rather than the staff meeting that I scheduled this for.

Person Responsible

DAVID HARDENBURGH