

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 Two minutes late because we were waiting to get off phone with fire department, letting them know we had a drill.	Alarm pulled /	49	759	Secondary means of egress (e.g. blocked exit in a wing) /			4 minutes and 14 seconds
								8th Grade was very		

After Jan. 1	03/13/2026	2:00 PM	03/26/2026 10:00 AM Raining on original date.	Alarm pulled /	49	759	None /	talkative and did not follow instructions. Had to redo the drill with just them.	Sunny	4 minutes and 59 seconds
After Jan. 1	04/24/2026	10:00 AM	04/24/2026 10:00 AM	Alarm pulled /	49	759	None /			3 minutes and 58 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.	09/10/2025	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
After Jan. 1	03/16/2026	9:00 AM	03/23/2026 12:40 PM Wasn't able to get to it on time originally.	Disturbance in a hallway /	14 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

One per school year (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
After Jan. 1	04/15/2026	12:30 PM	04/15/2026 12:50 PM Wanted to try it while kids were at recess but it was indoor recess, so we waited until all kids are in their classroom.	Hazard Response for Intruder /	2 minutes and 39 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

March	03/30/2026	8:30 AM	03/30/2026 8:30 AM		759	Sunny.	2 minutes and 30 seconds
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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	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