

## Emergency Drill Log - Michigan

South Arbor Charter Academy  
8200 Carpenter Rd  
Ypsilanti, MI  
(734) 528-2821

School Name: South Arbor Charter Academy

School Year: 2024-2025

First Day of School: 08/26/2024

Last Day of School: 06/06/2025

**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	09/06/2024	10:10 AM		Alarm pulled /	72	835	None /	N/A	N/A	6 minutes and 3 seconds
Before Dec. 1	10/03/2024	2:15 PM	10/03/2024	Alarm pulled /	77	877	Other / Called by Office Admin	no problems	warm and sunny	4 minutes
Before Dec 1	11/05/2024	11:15 AM	11/06/2024 11:02 AM We had an emergency yesterday with police and we were in a Secure action.	Announcement made /	77	877	Recess Drill /	No problems	warm and sunny	5 minutes and 10 seconds
After Jan. 1	03/10/2025	9:45 AM		Alarm pulled /	77	870	None /	Muddy fields so we had to change our location	Cold and Sunny	5 minutes and 30 seconds

								location		
After Jan. 1	05/21/2025	2:15 PM		Alarm pulled /	77	877	Recess Drill /	no problems	Rainy and cool	2 minutes and 16 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.	09/13/2024	9:30 AM		Disturbance in a classroom /	1 minutes and 5 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)

Before Dec 1.	09/18/2024	11:00 AM	09/18/2024 9:01 AM	Disturbance in a hallway /	1 minutes and 32 seconds
After Jan. 1	01/10/2025	9:00 AM		Illness in a hallway /	4 minutes and 30 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)
Before Jan. 1	10/03/2024	2:25 PM		Other / We did a reverse evacuation after a fire drill.	6 minutes

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)
Before Dec. 1	09/24/2024	9:30 AM	09/25/2024 2:22 PM  We were supposed to do it yesterday, but we were in the classrooms subbing and doing NWEA testing. We figured we would have a teacher call it today instead.	Hazard Response for active shooter /	6 minutes and 7 seconds

Before Dec. 1	11/13/2024	8:30 AM	11/18/2024 8:34 AM We had a board meeting, medical and several other things going. We could not have disruption.	Hazard Response for Intruder /	1 minutes and 41 seconds
After Jan. 1	02/12/2025	1:45 PM		Other / During special change so some students were in transition.	2 minutes and 14 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)
			03/02/2024			3

Before Dec. 15	09/03/2024	8:30 AM	09/03/2024 No Change-I accidentally clicked it.	800	Clear Conditions	minutes and 30 seconds
March	03/19/2025	1:00 PM		834	Weather Conditions were great but we evacuated to our safe spots for bad weather.	2 minutes and 38 seconds

Reunification  
One per school year (Before December 31)

				Special	
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Deadline	Date	Actual Date & Time *(optional) only enter if original drill date was missed	Conditions Simulated	Brief Summary
Before Dec. 31	09/12/2024		Other / We did a walk through with a class of Middle School students. We evacuated and to another location and did a walk through of what the reunification would look like if we had to do it.	We took a middle school classroom and did a walk through of a reunification. The students did great during this evac and walk through.

Person Responsible

FLETCHER MORGAN