

Emergency Drill Log - Michigan

East Arbor Charter Academy

6885 Merritt Rd

Ypsilanti, MI

(734) 484-5506

School Name: East Arbor Charter Academy

School Year: 2025-2026

First Day of School: 08/25/2025

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	09/22/2025	11:30 AM	09/23/2025 11:15 AM weather- it was raining heavily on 9/22	Alarm pulled /	50	525	None /	None	Cool, foggy	1 minutes and 25 seconds
Before Dec. 1	10/09/2025	9:00 AM	10/09/2025 10:10 AM circumstances in the building	Alarm pulled /	50	525	Recess Drill /	none	cool, sunny	1 minutes and 34 seconds
Before Dec 1	10/20/2025	2:15 PM	10/20/2025 2:15 PM	Alarm pulled /	50	525	None /	None	Cool, sunny	1 minutes and 33 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.	11/17/2025	10:00 AM	11/17/2025 10:00 AM	Disturbance in a classroom /	1 minutes and 26 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.	11/06/2025	9:30 AM	11/06/2025 11:31 AM SLD visit	Disturbance in a hallway /	2 minutes
After Jan. 1	02/19/2026	2:00 PM	02/19/2026 2:00 PM	Illness in a hallway /	4 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	10/15/2025	1:30 PM	10/16/2025 1:15 PM it was raining so no one was outside	Animal on playground /	1 minutes and 50 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)
Before Dec. 1	09/18/2025	9:45 AM	09/18/2025 9:45 AM	Hazard Response for Intruder /	1 minutes and 15 seconds
Before Dec. 1	10/30/2025	2:00 PM	10/30/2025 2:04 PM	Hazard Response for Intruder /	1 minutes and 28 seconds
			01/21/2026	Hazard	1

After Jan. 1	01/15/2026	8:45 AM	10:15 AM snow day on originally scheduled drill day	Response for Intruder /	minutes and 17 seconds
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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	12/04/2025	11:00 AM	12/04/2025 9:30 AM building meetings	525	cold and sunny	2 minutes and 15 seconds

March	03/24/2026	1:45 PM	03/24/2026 1:48 PM n/a			2 minutes and 25 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	10/22/2025	10/22/2025 3:45 PM	Staff walkthrough /	discussed

Person Responsible

TANESHA NEWBY