



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
After Jan. 1	04/29/2026	2:30 PM	04/30/2026 11:00 AM weather- it was raining	Alarm pulled /	50	525	None /	None	cool, cunny	1 minutes and 39 seconds

After Jan. 1	05/19/2026	10:15 AM	05/19/2026 10:17 AM	Alarm pulled /	50	525	Recess Drill /	None	warm, sunny, wet	1 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.	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)

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
After Jan. 1	01/15/2026	8:45 AM	01/21/2026 10:15 AM snow day on originally scheduled drill day	Hazard Response for Intruder /	1 minutes and 17 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	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
-------	------------	---------	------------------------------	--	--	--------------------------

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