

Emergency Drill Log – Michigan

School Name: South Arbor Charter Academy

School Year: 2017-2018

First Day of School: 9/5/17

Last Day of School: 6/15/18

****NOTE: A minimum of one Fire, Lockdown, or Tornado drill must be conducted during lunch or recess****

Fire Drills - Three before December 1 and two after January 1 with reasonable spacing in between.

| Month | Date | Time | Notification Method | # of Staff Members | # Occupants Evacuated | Special Conditions Simulated | Problems Encountered | Weather Conditions | Min. | Sec. |
|-------|----------|----------|---------------------|--------------------|-----------------------|--|--|--------------------|------|------|
| May | 5/30/18 | 10:15 AM | alarm box in office | 53 | 623 | asked all crisis team members to convene to simulate teachers needing to respond to crisis locations | none | Clear | 1 | 47 |
| Sep | 9/25/17 | 9:15 | Alarm | 60 | 788 | none | none | Clear | 3 | 12 |
| Apr | 4/12/18 | 1:49 PM | Alarm | 67 | 745 | Doorways blocked w/ "fire signs". Students sought alternative path. | none | Clear | 3 | 19 |
| Oct | 10/5/17 | 2:25 pm | Alarm | 60 | 783 | None | None | Clear | 4 | 10 |
| Oct | 10/26/17 | 12:40 pm | Alarm | 60 | 789 | Middle School Lunch Period | Sorting out students into homerooms for attendance | Clear | 4 | 15 |

Tornado Drill - Two per school year (one before December 15 and one in March).

| Date | Time | Special Conditions Simulated | Problems Encountered |
|---------|---------|---|----------------------|
| 3/7/18 | 9:32 AM | The shelter location was changed for four classrooms. | none |
| 9/29/17 | 1:45 | | |

Lock Down Lockdown – Three per school year (two before December 1 and one after January 1).

| Date | Time | Special Conditions Simulated | Problems Encountered |
|---------|---------|--|----------------------|
| 11/3/17 | 9:50 AM | One grade-level at recess. Students entered building and went to closest classroom in the school (music room). | |

| Date | Time | Special Conditions Simulated | Problems Encountered |
|----------|----------|------------------------------|---|
| 2/16/18 | 10:46 AM | | Classrms not quiet, teacher opened door when person knocked, teacher w/o keys |
| 10/23/17 | 1:55 PM | | |

Reverse Evacuation – One per school year, after January 1.

| Date | Time | Special Conditions Simulated | Problems Encountered |
|---------|---------|---|----------------------|
| 4/12/18 | 1:55 PM | Entire school outside for fire drill. Ea grade given three whistles to complete reverse evac into school. | None |

Room Clear – One per school year, before December 1.

| Date | Time | Special Conditions Simulated | Problems Encountered |
|---------|---------|--|---|
| 9/18/17 | 1:00pm | Unannounced | |
| 11/6/17 | 1:05 PM | Student led-teacher could not give any directions. | Students worried about only going to the classroom they have practiced wi as a buddy-room. Discussed with students any classroom is ok. |

Signature of Person Responsible: Sandy Avery-Buczek