

Emergency Drill Log - Michigan

Excel Charter Academy
4201 Breton Rd SE
Grand Rapids, MI
(616) 281-9339

School Name:	Excel Charter Academy
School Year:	2025-2026
First Day of School:	08/18/2025
Last Day of School:	06/04/2026

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	09/04/2025	10:00 AM	09/09/2025 1:20 PM Admin handling situations	Alarm pulled /	80	845	None /	None	Sunny	3 minutes and 11 seconds
Before Dec. 1	10/20/2025	1:15 PM	10/21/2025 10:00 AM Multiple staff out	Alarm pulled /	78	834	Other / During transition to an assembly		cold	4 minutes and 14 seconds
Before Dec 1	11/07/2025	9:00 AM	11/24/2025 1:20 PM multiple situations happening	Alarm pulled /	88	795	None /	none	cloudy and cold	3 minutes and 58 seconds
After Jan. 1	03/23/2026	8:30 AM	03/31/2026	Alarm	--	---	Secondary means of egress		Warm	3 minutes

Before Dec 1	08/28/2025	8:30 AM	10:20 AM	pulled /	87	776	(e.g. blocked exit in a wing) /	Y10111	and 10 seconds
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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	08/28/2025	8:30 AM	08/28/2025	Disturbance in a classroom /	1 minutes and 13 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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Before Dec 1.	10/09/2025	8:30 AM	11/24/2025 12:30 PM multiple situations happening at once.	Disturbance in a hallway /	1 minutes and 5 seconds
After Jan. 1	01/22/2026	2:00 PM	02/06/2026 12:30 PM Snow day on 1/22	Disturbance in a hallway /	1 minutes and 7 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	11/17/2025	10:00 AM	11/17/2025 1:18 PM Waiting for an outside recess	Animal on playground /	1 minutes and 24 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	09/22/2025	9:30 AM	10/03/2025 1:15 PM Behavior circumstances	Hazard Response for Intruder /	2 minutes and 38 seconds
Before Dec. 1	10/23/2025	8:30 AM	12/02/2025 10:20 AM multiple people out and multiple behaviors	Hazard Response for Intruder /	1 minutes and 10 seconds
After Jan. 1	02/18/2026	2:00 PM	02/20/2026 2:00 PM WIDA testing	Hazard Response for Intruder /	2 minutes and 4 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	09/09/2025	9:00 AM	09/15/2025 1:20 PM Fire Drill rescheduled to 9/9.	844	Sunny	4 minutes and 23 seconds

March	03/09/2026	2:00 PM	03/24/2026 10:35 AM Admin out of building	811	Cold and windy	3 minutes and 22 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
				Did a walk

Before Dec. 31	08/11/2025	08/11/2025 11:00 AM	Partial School /	through of the space with new staff and a virtual walk through with all staff on 8/14.
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Person Responsible

DANIEL BARTELS