



**SY2019/2020
Emergency Drill Log – Michigan**

School Name: Westfield Charter Academy
First Day of School: 9/3/19

School Year: 2019-2020
Last Day of School: 6/12/20

****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.
Sep	9/16/19	2:00	Building siren	45	600	None	Siren in building not loud enough	Clear	6	0
Oct	10/3/19	12:45	Building Siren	45	600	None	None	Clear	7	0
Nov	11/6/19	2:00	Drill Sirens	50	600	None	None	Cold	3	21

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

Date	Time	Special Conditions Simulated	Problems Encountered
3/5/20	8:45 am	None	None
9/23/19	2:00	None	None

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

Date	Time	Special Conditions Simulated	Problems Encountered
11/13/19	10:40	None	None
9/19/19	9:15	none	Art room door doesn't lock. Gym can't hear over the PA
2/20/20	2:00pm	N/A	none
10/22/19	1:35pm	none	none

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

Date	Time	Special Conditions Simulated	Problems Encountered

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/27/19	9:00	None	None

Reunification – One type completed by **December 31**

Date	Special Conditions Simulated	Problems Encountered

Signature of Person Responsible: JOE TEAGUE