

Emergency Drill Log - Michigan

Paramount Charter Academy
3624 S Westnedge Ave
Kalamazoo, MI
(269) 553-6400

School Name: Paramount Charter Academy

School Year: 2025-2026

First Day of School: 08/18/2025

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	08/22/2025	2:30 PM	08/22/2025	Alarm pulled /	65	65	None /	none	clear	3 minutes and 20 seconds
Before Dec. 1	09/19/2025	2:30 PM	09/19/2025 2:30 PM none, did not log the same day	Alarm pulled /	65	65	None /	none	clear	3 minutes and 11 seconds
Before Dec 1	10/03/2025	2:30 PM	10/03/2025 2:30 PM none	Alarm pulled /	65	65	None /	none		3 minutes and 47 seconds
After Jan. 1	03/20/2026	1:00 PM	03/20/2026 1:00 PM None, forgot to log	Announcement made /	65	65	Lunchtime Drill /	end of lunch time	clear	3 minutes and 18 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.	09/29/2025	2:00 PM	09/29/2025 2:00 PM None	Disturbance in a classroom /	23 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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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	2:00 PM	08/28/2025 2:00 PM none	Disturbance in a hallway /	1 minutes and 33 seconds
After Jan. 1	01/09/2026	2:30 PM	01/09/2026 2:30 PM	Disturbance in a hallway /	55 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	10/17/2025	11:00 AM	10/17/2025 11:00 AM none, forgot to log	Animal on playground /	28 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	09/05/2025	2:30 PM	09/05/2025 2:30 PM none	Hazard Response for Intruder /	45 seconds
Before Dec. 1	10/27/2025	2:00 PM	10/27/2025 2:00 PM did not log	Hazard Response for Intruder /	34 seconds
After Jan. 1	01/23/2026	2:30 PM	01/23/2026 2:30 PM none, I forgot to log.	Hazard Response for Intruder /	50 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	09/24/2025	2:30 PM	09/26/2025 2:20 PM none, we were on time.	65	clear	1 minutes and 50 seconds

March	03/26/2026	2:30 PM	03/18/2026 1:00 PM We aligned the drill with the state tornado drill.	65	snowy and cold	1 minutes and 28 seconds
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Reunification

One per school year (Before December 31)

Deadline	Date	Actual Date & Time <small>*(optional) only enter if original drill date was missed</small>	Special Conditions Simulated	Brief Summary
Before Dec. 31	08/11/2025	08/11/2025 11:00 AM none, I forgot to log	Staff walkthrough /	It went really well.

Person Responsible

KRISTA CRAMER