



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

**School Name:** Knapp Charter Academy  
**First Day of School:** 8/21/19

**School Year:** 2019-2020  
**Last Day of School:** 6/5/20

**\*\*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. |
|-------|---------|----------|---------------------|--------------------|-----------------------|------------------------------|---|--------------------|------|------|
| Oct   | 10/1/19 | 10:00 am | Alarm               | 70                 | 770                   | None                         | None  | Clear              | 3    | 30   |
| Sep   | 9/5/19  | 9:10 am  | Alarm               | 70                 | 770                   |                              |   | Clear              | 2    | 38   |
| Nov   | 11/6/19 | 10:30am  | Alarm               | 70                 | 776                   | None                         | Middle School Needed to move lines because of Fire Lane | Clear              | 2    | 25   |

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

| Date    | Time | Special Conditions Simulated | Problems Encountered |
|---------|------|------------------------------|----------------------|
| 9/12/19 | 1:10 | 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  |
|----------|---------|------------------------------|-----------------------|
| 9/27/19  | 10:00   | None                         | None                  |
| 10/23/19 | 1:25 pm |                              | One Phone not working |
| 1/15/20  | 9:10    | None                         | Broken Blinds         |

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

| Date    | Time | Special Conditions Simulated | Problems Encountered |
|---------|------|------------------------------|----------------------|
| 9/18/19 | 1:15 |                              |                      |

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

| Date    | Time    | Special Conditions Simulated | Problems Encountered |
|---------|---------|------------------------------|----------------------|
| 9/18/19 | 1:00 am | None                         | None                 |

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

| Date | Special Conditions Simulated | Problems Encountered |
|------|------------------------------|----------------------|
|      |                              |                      |

**Signature of Person Responsible:** **Mitch Bosch**