



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

School Name: South Pointe Scholars Charter Academy **School Year:** 2019-2020
First Day of School: 9/3/19 **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	9/4/19	9:05	Use of alarm system	66	795			Clear	2	40
Oct	10/9/19	10:30	Alarm	65	741	Accidental fire drill pull so the it was an unplanned drill	None	Clear	2	21
Nov	11/18/19	10:00	Alarm	70	740			Snow	2	20

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/5/19	1:30	n/a	Slow time- too many students exiting to the lower level in one location. Location adjusted for 3 classes and practiced.

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

Date	Time	Special Conditions Simulated	Problems Encountered
2/25/20	8:30 AM	Unannounced drill. Students/Staff were in the bathroom, hallway, etc.	We realized that our announcing/speaker system is not heard in the hallways or in the bathrooms. This caused students/staff who were not in a classroom to not realize a lockdown had taken place.
9/6/19	10:00 am		2nd Grade Student in bathroom and ran back to class. Teacher let him in. Will reinforce procedure for lockdown.
12/18/19	10:45	Unannounced- classes and students were in transition. Interventionists had small groups out of classrooms.	Instead of heading into closest room, some students tried to go back to class. Reteach procedure.

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/26/19	2:30 PM	Students at Recess	

Date	Time	Special Conditions Simulated	Problems Encountered
2/6/20	9:00 AM	Winter weather outside / unannounced for students	locked doors for safety slowed students down

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/6/19	9:00		

Reunification – One type completed by December 31

Date	Special Conditions Simulated	Problems Encountered
10/29/19	Cold weather/Elevator Inaccessible - Field needed to be evacuated and every student meet in the front of the building	Safety sling necessary for students injured or handicapped at the time

Signature of Person Responsible: Elizabeth Anderson