

## Emergency Drill Log - Michigan

Vista Charter Academy  
711 32nd St SE  
Grand Rapids, MI  
(616) 246-6920

School Name: Vista Charter Academy

School Year: 2025-2026

First Day of School: 08/19/2025

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	09/16/2025	9:30 AM		Alarm pulled /	75	640	None /		Clear and Sunny	4 minutes and 49 seconds
Before Dec. 1	10/15/2025	12:10 PM	10/17/2025 12:20 PM Leadership out of building on original day	Alarm pulled /	59	617	Lunchtime Drill /	It was hard to hear the alarm go off in the gym during lunch	cloudy and chilly	4 minutes and 33 seconds
Before Dec 1	11/13/2025	1:30 PM		Alarm pulled /	65	603	Recess Drill /		sunny and chilly	4 minutes and 29 seconds
After Jan. 1	02/06/2026	2:00 PM		Alarm pulled /	65	548	Other / End of the day		Cold, windy, snowing	5 minutes and 7 seconds

After Jan. 1	03/10/2026	10:00 AM	03/12/2026 10:00 AM Student safety incident on original day/time of scheduled drill that needed immediate admin attention.	Alarm pulled /	65	584	None /	Cold and Sunny	4 minutes and 40 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.	10/22/2025	9:00 AM		Disturbance in a classroom /	1 minutes and 24 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.	09/23/2025	9:00 AM		<b>Disturbance in a hallway /</b>	2 minutes and 23 seconds
After Jan. 1	02/25/2026	12:30 PM		<b>Illness in a hallway /</b>	2 minutes and 31 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	10/21/2025	10:15 AM		<b>Animal on playground /</b>	2 minutes and 39 seconds

**Lockdown**

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	10/09/2025	12:50 PM		Hazard Response for Intruder /	2 minutes and 17 seconds
Before Dec. 1	11/19/2025	9:05 AM		Hazard Response for Intruder /	2 minutes and 42 seconds
After Jan. 1	01/23/2026	1:45 PM	01/29/2026 2:00 PM Rescheduled from snow day 1/23/26	Hazard Response for active shooter /	2 minutes and 28 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	11/05/2025	10:15 AM		607	chilly and overcast	5 minutes and 44 seconds
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March	03/19/2026	2:30 PM		581	Cloudy	minutes and 16 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
Before Dec. 31	08/15/2025		Staff walkthrough /	During our Safety PD we had staff meet up at the reunification site.

**Person Responsible**

DAWN DONATI-MARTIN