

## Emergency Drill Log - Michigan

Chandler Woods Charter Academy  
6895 Samrick Ave NE  
Belmont, MI  
(616) 866-6000

School Name: Chandler Woods Charter Academy

School Year: 2024-2025

First Day of School: 08/19/2024

Last Day of School: 06/05/2025

### 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	09/18/2024	9:30 AM	09/20/2024 9:30 AM DSQ Visit	Alarm pulled /	71	741	None /	One new teacher taking a while counting their class. Discussed solutions.	Sunny	4 minutes and 37 seconds
Before Dec. 1	10/11/2024	2:00 PM	10/11/2024 2:00 PM	Alarm pulled /	71	741	None /	Tried keeping teacher cadets with the class they were working with.	Sunny	5 minutes and 20 seconds
Before Dec 1	11/04/2024	10:00 AM	11/11/2024 10:03 AM Weather	Alarm pulled /	71	741	None /	None	Sunny; Cold	3 minutes and 16 seconds
After Jan. 1	04/21/2025	10:45 PM	01/16/2025 2:49 PM Not started	Other / HVAC guy accidentally tripped	71	741	None /	Needed to wait for fire fighters to	Cold	15 minutes

			not planned.	alarm.				go back in.		
After Jan. 1	05/02/2025	2:00 PM	04/24/2025 10:00 AM This was an originally planned one that was set as our forth but since the January drill was HVAC accident. So we are officially caught up.	Alarm pulled /	71	741	Secondary means of egress (e.g. blocked exit in a wing) /	Doors did not close due to a stage blocking it. A couple doors not closed.	Sunny; Nice	4 minutes and 12 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.	11/04/2024	10:00 AM	10/03/2024 9:32 AM Had a real room clear prior, wanted to run through again.	Disturbance in a classroom /	3 minutes

#### 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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					seconds
Before Dec 1.	10/04/2024	10:00 AM	09/03/2024 2:25 PM	Illness in a hallway /	3 minutes
After Jan. 1	02/03/2025	10:00 AM	11/19/2024 1:33 PM Actual hold for kid who passed out in a classroom. Ran a hold for EMS to come in to the building.	Other /	15 minutes

#### 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	10/18/2024	1:00 PM	12/11/2024 12:00 PM Too close to another drill so wanted to find an open time to complete this. Will do another drill.	Animal on playground /	3 minutes and 42 seconds

#### Lockdown

Three per school year (One 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	09/30/2024	8:45 AM	09/30/2024 8:50 AM To avoid disruption in transitions.	Hazard Response for active shooter /	4 minutes and 10 seconds
Before Dec. 1	11/22/2024	10:30 AM	11/22/2024 10:32 AM Teacher announced this drill with myself frontloading that this is just a drill.	Hazard Response for active shooter /	4 minutes and 32 seconds
After Jan. 1	03/24/2025	1:40 PM	03/24/2025 1:43 PM	Other / Middle School Transition time.	3 minutes and 47 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	11/15/2024	10:00 AM	11/15/2024 10:00 AM	741		4 minutes and 13 seconds

March	03/14/2025	10:00 AM	03/14/2025 10:00 AM	742	4 minutes
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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	09/20/2024	01/09/2025 9:39 AM Needed to fine tune some things about the report.	Staff walkthrough /	MS Dean/Safety Specialist went through drill with each group with designated roles.

Person Responsible

DAVID HARDENBURGH