

# Emergency Drill Log - Michigan

South Canton Scholars Charter Academy  
 3085 S Canton Center Rd  
 Canton, MI  
 (734) 398-5658

School Name: South Canton Scholars Charter Academy  
 School Year: 2024-2025  
 First Day of School: 08/26/2024  
 Last Day of School: 06/06/2025

**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	08/27/2024	1:00 PM	08/27/2024 1:15 PM Shifted time due to behavior incident.	Announcement made /	65	750	Recess Drill /	Delivery truck in loop.	Clear	3 minutes and 47 seconds
			10/08/2024							3

Before Dec. 1	10/08/2024	2:00 PM	Pushed up drill to accommodate kinder field trip.	Announcement made /	55	720	None /	None	Clear	minutes and 36 seconds
Before Dec 1	11/07/2024	11:00 AM	11/05/2024 Weather	Announcement made /	65	790	None /			2 minutes and 34 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.	09/04/2024	10:00 AM	09/04/2024	Disturbance in a classroom /	1 minutes and 13 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)
Before Dec 1.	09/05/2024	11:15 AM	09/07/2024 Changed due to DSQ/C&I building visit	Illness in a hallway /	1 minutes and 4 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	09/03/2024	1:00 PM		/	54 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)
					1

Before Dec. 1	08/28/2024	9:00 AM		/	minutes and 16 seconds
Before Dec. 1	11/14/2024	9:30 AM		/	49 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	09/11/2024	9:30 AM		765		4 minutes and 33 seconds

**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	10/02/2024	10/02/2024	Staff walkthrough /	Discussed the drill components and walked to the site.

**Person Responsible**

DANA GURGANUS