



**SY2018/2019
Emergency Drill Log – Michigan**

School Name: Keystone Academy
First Day of School: 9/4/18

School Year: 2018-2019
Last Day of School: 6/14/19

****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	9/7/18	11:35 AM	Alarm	62	803			Clear	2	30
Jun	6/11/19	9:20	Fire Alarm and over the Phone System	63	775		N/A	Clear	2	8
Sep	9/14/18	2:15 PM	Alarm	61	801			Clear	2	37
Jan	1/7/19	1:30	Fire Alarm	60	780	None	none	Cold	2	14
Nov	11/7/18	8:30 AM	Fire Alarm	50	818		Vision and hearing testing in parent room during drill	Cold	2	18

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

Date	Time	Special Conditions Simulated	Problems Encountered
10/2/18	2:00 PM		
3/27/19	2:00		

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

Date	Time	Special Conditions Simulated	Problems Encountered
11/27/18	1:30		
4/17/19	1:45		
9/20/18	8:34 AM		

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

Date	Time	Special Conditions Simulated	Problems Encountered
6/7/19	12:00	N/A	N/A

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/14/18	1:30 pm		

Reunification – One type completed by December 31

Date	Special Conditions Simulated	Problems Encountered
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Signature of Person Responsible: *Jamie Steeb*