Emergency Drill Log - Michigan

Holly Park Academy
3300 Express Ct
Lansing, MI
(517) 882-9585

School Name: Holly Park Academy

School Year: 2024-2025

First Day of School: 08/19/2024

Last Day of School: 06/12/2025

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	08/28/2024	1:00 PM	08/28/2024 1:00 PM	Alarm pulled /	65	520	None /	Staff without red/green cards	warm	10 minutes and 5 seconds
Before Dec. 1	10/03/2024	11:30 AM	10/04/2024 11:30 AM Visitors in building	Alarm pulled /	59	509	Lunchtime Drill /		Warm	6 minutes and 27 seconds
Before Dec 1	11/12/2024	2:00 PM	11/12/2024 2:00 PM	Alarm pulled /	58	508	None /			6 minutes and 45 seconds
After Jan. 1	03/05/2025	9:30 AM	03/12/2025 10:30 AM Visitors in building and weather	Alarm pulled /	56	436	None /		mild	5 minutes and 17 seconds

After Jan. 1	04/29/2025	9:00 AM	05/02/2025 9:00 AM Admin request	Alarm pulled /			/			4 minutes and 15 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.	11/13/2024	8:30 AM		Disturbance in a classroom /	1 minutes and 17 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)

Deadline	Date	Time		Special Conditions Simulated	Time to Complete
Before Dec 1.	10/07/2024	11:00 AM		Illness in a hallway /	2 minutes and 45 seconds
After Jan. 1	02/19/2025	1:30 PM		/	1 minutes and 40 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	12/10/2024	12:00 PM		Police activity within school vacinity /	1 minutes and 47 seconds

Lockdown

Two per school year (1 before December 1 ... 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	09/12/2024	9:30 AM	09/13/2024 9:32 AM C and I visit with DSQ	/	3 minutes and 10 seconds
Before Dec. 1	10/21/2024	2:15 PM	10/21/2024 2:15 PM	/	3 minutes and 25 seconds
After Jan. 1	04/01/2025	10:30 AM		/	3 minutes and 12 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	# Evacuted to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	10/07/2024	1:30 PM		492		4 minutes and 52 seconds
			03/19/2025			5

| March | 03/19/2025 | 11:00 AM | 1:00 PM

Time changed to match the state wide drill time | 484 | mild | 3 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	10/17/2024	10/18/2024 1:00 PM City had a renaming ceremony on the original date.	All School /	Everything went well

Person Responsible

ROSALIND BURT