

Emergency Drill Log - Michigan

Westfield Preparatory High School

23750 Elmira

Redford, MI

(313) 778-7990

School Name: Westfield Preparatory High School

School Year: 2025-2026

First Day of School: 09/02/2025

Last Day of School: 06/12/2026

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	09/17/2025	10:25 AM	09/17/2025 10:25 AM	Alarm pulled /	70	721	None /	n/a	sunny & warm	3 minutes and 49 seconds
Before Dec. 1	10/09/2025	11:45 AM	10/14/2025 11:00 AM Behavior concerns on 10/9.	Alarm pulled /	63	639	Lunchtime Drill /	Ms lunch time	sunny & dry	4 minutes and 13 seconds
Before Dec 1	11/20/2025	2:35 PM	11/19/2025 2:35 PM 11/20 adjusted to half day for PTCs	Alarm pulled /	65	691	None /	n/a	cloudy & cold	3 minutes and 15 seconds
After Jan. 1	03/10/2026	9:30 AM	03/10/2026 9:25 AM	Alarm pulled /	76	480	None /	Walkie talkies	cloudy	4 minutes and 46 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.	09/25/2025	12:40 PM	09/25/2025 12:40 PM	Illness in a classroom /	23 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.	09/25/2025	1:55 PM	09/25/2025 1:55 PM	Disturbance in a hallway /	2 minutes and 14 seconds
After Jan. 1	03/12/2026	9:20 AM	03/12/2026 9:20 AM	Disturbance in a hallway /	3 minutes and 16 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	11/20/2025	2:40 PM	11/19/2025 2:40 PM 11/20 adjusted to half day due to PTCs	Suspicious activity in parking lot /	2 minutes and 4 seconds

Lockdown

One per school year (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	10/03/2025	1:35 PM	10/03/2025 1:35 PM	Hazard Response for Intruder /	2 minutes and 21 seconds
Before Dec. 1	11/11/2025	9:05 AM	11/11/2025 9:05 AM	Hazard Response for Intruder /	1 minutes and 3 seconds
After Jan. 1	02/06/2026	10:25 AM	02/06/2026 10:15 AM There was a real medical incident that needed a Secure so we called the lockdown instead.	Hazard Response for Intruder /	43 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	10/30/2025	1:55 PM	10/30/2025 1:55 PM	654	Rainy	3 minutes and 18 seconds
			03/18/2026			

March	03/23/2026	9:25 AM	1:00 PM participated in the statewide tornado drill for severe weather week.	606	Cold & snowing	4 minutes and 28 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	08/25/2025	08/25/2025 1:30 PM	Staff walkthrough /	During back to school safety training, we as a staff walked to the reunification site and back.

Person Responsible

KURTIS DOLLISON