

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

After Jan. 1	05/27/2026	11:05 AM	05/27/2026 11:05 AM	Alarm pulled /	70	454	Lunchtime Drill /	n/a	sunny & warm	4 minutes and 19 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)

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

Three per school year (two 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
-------	------------	---------	---	-----	----------------	--------------------------

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