

## 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

**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)
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**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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**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)
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**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)
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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)
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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

