

Emergency Drill Log - Michigan

North Saginaw Charter Academy
2332 Trautner Dr
Saginaw, MI
(989) 249-5400

School Name: North Saginaw Charter Academy

School Year: 2024-2025

First Day of School: 08/26/2024

Last Day of School: 06/06/2025

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	09/10/2024	9:00 AM	09/10/2024 9:04 AM	Alarm pulled /	64		None /	N/A	Sunny 87	2 minutes and 48 seconds
Before Dec. 1	10/15/2024	10:00 AM	10/15/2024 10:01 AM	Alarm pulled /	59	675	None /	0	Cloudy 50	3 minutes
Before Dec 1	11/12/2024	10:45 AM	11/12/2024 10:45 AM	Alarm pulled /	61	606	Other / During Middle School Specials Transition	0	High 48	2 minutes and 51 seconds
After Jan. 1	01/14/2025	12:10 PM	01/24/2025 12:45 PM Weather and lots of Admin out of the building.	Alarm pulled /	63	577	Lunchtime Drill /	Snow not ploud around the building on the black	Cold 30 with wind feels like 19	3 minutes and 6 seconds

								tops.		
After Jan. 1	04/08/2025	2:20 PM	04/08/2025 2:19 PM Parents began to arrive and line up for dismissal.	Alarm pulled /	61	564	None /		Partly cloudy 37	3 minutes

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.	10/16/2024	10:45 AM	10/16/2024 10:45 AM No change in time.	/	1 minutes

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)

					seconds
Before Dec 1.	10/23/2024	2:20 PM	10/22/2024 1:10 PM This was not a drill. We needed to contact medical support for a student.	Other / Medical attention needed in Deans office.	50 minutes
After Jan. 1	03/12/2025	10:00 AM		/	3 minutes

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	10/17/2024	12:10 PM	10/17/2024 12:10 PM No change	/	5 minutes

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)
Before Dec. 1	10/18/2024	8:15 AM	10/18/2024	Other / Did not allow late student's or parents enter the	3 minutes

				building until lock down was over.	
Before Dec. 1	11/05/2024	9:00 AM	11/05/2024	/	3 minutes
After Jan. 1	02/11/2025	2:20 PM	02/21/2025 2:45 PM Team Ebling Dean School Walkthrough	Other / Medical emergency with a student. No parents were allowed in the building until the EMT's removed the student by gurny into the ambulance.	20 minutes

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)
			12/10/2024		Wet, cold	

Before Dec. 15	12/10/2024	2:20 PM	2:20 PM		and cloudy.	3 minutes
March	03/13/2025	2:20 PM	03/13/2025 2:20 PM Special simulation - Parents in office for early dismissal, and middle school transitioning to intervention classes.	618	Partly cloudy. 57 Degrees	4 minutes

Reunification
One per school year (Before December 31)

				Special	
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Deadline	Date	Actual Date & Time *(optional) only enter if original drill date was missed	Conditions Simulated	Brief Summary
Before Dec. 31	09/09/2024	09/16/2024 3:50 PM Wanted to assure the majority of new staff would be present.	All School /	We began by discussing the purpose of having reunification drills, our emergency response team, our process, kits on hand, equipment, and our process. We also provided visuals, and answered questions before ending our training.

Person Responsible

TYLER MEISEL