



Emergency Drill Log - Michigan

Cross Creek Charter Academy
7701 Kalamazoo Ave SE
Byron Center, MI
(616) 656-4000

School Name: Cross Creek Charter Academy

School Year: 2024-2025

First Day of School: 08/19/2024

Last Day of School: 06/04/2025

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	09/04/2024	10:00 AM	09/04/2024 10:00 AM	Announcement made /	78	779	None /	None	Clear	3 minutes
Before Dec. 1	10/16/2024	9:45 AM	10/16/2024 9:45 AM	Announcement made /	80	772	None /	None	Clear	3 minutes
Before Dec 1	11/08/2024	2:00 PM	11/08/2024 2:00 PM	Announcement made /	75	752	Other / transitioning between classes/recess	None	Clear	3 minutes
After Jan. 1	02/20/2025	10:15 AM	02/20/2025 10:15 AM	Announcement made /	80	768	Recess Drill /	None	Snow	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.	11/13/2024	8:45 AM	11/13/2024 8:45 AM	Other / Room clears in 2nd, 4th and 7th	37 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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					seconds)
Before Dec 1.	10/21/2024	2:30 PM	10/21/2024 2:30 PM	Disturbance in a hallway /	1 minutes
After Jan. 1	01/24/2025	1:45 PM	01/24/2025 1:45 PM	Other / None	1 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	11/08/2024	2:00 PM	11/08/2024 2:00 PM All students re-entered building from having a fire drill.	Other / re-entering from drill	2 minutes

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	09/17/2024	2:00 PM	09/17/2024 2:00 PM	Other / Students at recess.	2 minutes
Before Dec. 1	10/28/2024	9:15 AM	10/28/2024 9:15 AM	Other / During several recess times.	2 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	# Evacuated to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	12/03/2024	10:00 AM	12/03/2024 10:00 AM	852	Clear	2 minutes
March	03/20/2025	1:00 PM	03/20/2025		Clear	2

March	03/13/2023	1:00 PM	1:00 PM	851	1:00	minutes
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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	10/03/2024	10/03/2024 3:40 PM	Staff walkthrough /	Staff all met in the music room and the reunification process was discussed.

Person Responsible

JOSEPH NIEUWKOOP