



# Emergency Drill Log - Michigan

South Arbor Charter Academy  
8200 Carpenter Rd  
Ypsilanti, MI  
(734) 528-2821

School Name: South Arbor Charter Academy

School Year: 2025-2026

First Day of School: 08/25/2025

Last Day of School: 06/05/2026

**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	09/04/2025	10:10 AM		Alarm pulled /	77	877	Recess Drill /	none	sunny	5 minutes and 2 seconds
Before Dec. 1	10/06/2025	2:15 PM		Alarm pulled /			Recess Drill /	Students were in specials and at recess. Some students were transitioning to another zone	sunny and hot	4 minutes and 59 seconds
Before Dec 1	11/07/2025	11:15 AM	10/21/2025 1:07 PM We decided to do an unscheduled pulled alarm for School Safety Week.	Alarm pulled /	77	796	Lunchtime Drill /	This was during lunch transition back to classes.	sunny and cool	4 minutes and 5 seconds

After Jan. 1	03/26/2026	1:10 PM		Alarm pulled /	77	800	Other / We had just switched specials and parents were trying to dismiss for early dismissal.	No problems encountered.	sunny and warm	4 minutes and 5 seconds
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**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.	09/12/2025	9:30 AM		Illness in a classroom /	1 minutes and 5 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.	09/09/2025	11:00 AM		Other / During CPI training with a building full of visitors. They did great.	2 minutes and 39 seconds
After Jan. 1	01/14/2026	9:00 AM		Disturbance in a hallway /	2 minutes and 12 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	10/02/2025	1:50 AM		Animal on playground /	2 minutes and 5 seconds

**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	09/25/2025	10:25 AM		Other / We had to do this lockdown during testing	4 minutes and 13

				and a teacher called it for us.	seconds
Before Dec. 1	11/10/2025	8:45 AM		Other / This was announced to staff- and I called a practice lock down for our students	2 minutes and 11 seconds
After Jan. 1	03/17/2026	2:00 PM		Hazard Response for Intruder /	2 minutes and 8 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)
						4

Before Dec. 15	08/28/2025	9:30 AM		800	warm and sunny	minutes and 10 seconds
March	03/04/2026	11:00 AM		799	foggy	3 minutes and 23 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	08/11/2025	08/14/2025 10:00 AM We moved all things Safety Training to Thursday because of planning for speakers and time.	Tabletop Scenarios /	We discussed it, watched a video and walked through it with all staff. We had video footage of our reunification-

**Person Responsible**

FLETCHER MORGAN

