

Emergency Drill Log - Michigan

Paramount Charter Academy
3624 S Westnedge Ave
Kalamazoo, MI
(269) 553-6400

School Name: Paramount Charter Academy

School Year: 2024-2025

First Day of School: 08/12/2024

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	08/23/2024	2:00 PM	08/23/2024 2:00 PM Was just completed	Alarm pulled /	65	450	None /	1st drill	clear	8 minutes and 14 seconds
Before Dec. 1	09/20/2024	1:30 PM	09/13/2024 9:00 AM There was an alarm pull in the gym	Alarm pulled /	65	450	Other / There was an alarm pulled in the gym	none	clear	3 minutes and 50 seconds
Before Dec 1	10/10/2024	2:30 PM	10/10/2024 2:30 PM none, did not log	Alarm pulled /	65	450	None /	none	clear	4 minutes and 8 seconds
After Jan. 1	03/21/2025	12:30 PM	03/21/2025 12:30 PM	Alarm pulled /	65	65	Lunchtime Drill /	we could not hear the alarm outside of	clear	4 minutes and 20

			na					outside of the building		seconds
After Jan. 1	05/09/2025	2:00 PM	05/12/2025 2:00 PM We had many staff members out	Alarm pulled /	65	65	None /	none	clear	3 minutes and 58 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.	10/17/2024	1:30 PM	10/17/2024 1:30 PM none, on time	Disturbance 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)
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Deadline	Date	Time	Actual Date & Time	Special Conditions Simulated	Time to Complete (mins & seconds)
Before Dec 1 .	09/20/2024	2:30 PM	08/19/2024 Went into a hold because of a 5th grade, female student	Disturbance in a hallway /	15 minutes and 30 seconds
After Jan. 1	04/18/2025	1:30 PM	04/22/2025 We had many people and visitors in the building	Disturbance in a hallway /	10 minutes and 10 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	09/20/2024	1:45 PM	09/20/2024 1:45 PM none	Police activity within school vicinity /	1 minutes and 14 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	09/20/2024	2:30 PM	09/20/2024 2:30 PM none	Hazard Response for Intruder /	2 minutes and 52 seconds
Before Dec. 1	10/09/2024	3:00 PM	10/09/2024 3:00 PM none, did not log	Hazard Response for active shooter /	49 seconds
After Jan. 1	04/18/2025	1:03 PM	04/22/2025 2:17 PM we had many people and visitors in the building	Hazard Response for active shooter /	55 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	09/13/2024	1:30 PM	09/13/2024 1:00 PM Forgot to log	65	none	2 minutes and 45 seconds

March	03/11/2025	2:00 PM	03/19/2025 We changed it to meet the state wide drill schedule.	65	clear	2 minutes and 42 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	08/07/2024	08/07/2024 11:00 AM We did this at Staff PD	Staff walkthrough /	Staff walked through the steps of reunification and where to go.

Person Responsible

KRISTA CRAMER