Emergency Drill Log - Michigan

Oakside Prep Academy
355 Summit Dr
Waterford, MI
(248) 706-2000

School Name: Oakside Prep Academy

School Year: 2025-2026

First Day of School: 08/26/2026

Last Day of School: 06/11/2027

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	09/03/2025	10:04 AM	09/03/2025 10:04 AM	Announcement made /	145	1050	None /	Took more to time to ensure everyone knew where to go and how to exit safely	Sunny	3 minutes and 56 seconds
Before Dec. 1	10/20/2025	1:00 PM	10/20/2025 1:10 PM At the end of Lunch Transition	Alarm pulled /	130	1136	Other / Completed a Secure immediately following	NA	Sunny	2 minutes and 18 seconds
Before Dec 1	11/25/2025	11:00 AM	11/25/2025 12:00 PM Rain	Announcement made /	115	768	Lunchtime Drill /	Rain at 11:00. postponed to noon.	Cloudy/Rainy	1 minutes and 56 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.	10/22/2025	2:30 PM	10/22/2025 2:30 PM	Disturbance in a classroom /	1 minutes and 10 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)

Before Dec 1.	09/02/2025	2:30 PM	09/02/2025 2:23 PM Power went out in hallways at that time and whole school needed to be in a hold	Other / Power failure	1 minutes and 57 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	10/20/2025	1:03 PM	10/20/2025 1:13 PM Following a postponed Evacuation Drill	Suspicious activity in parking lot /	3 minutes and 49 seconds

Lockdown

Three per school year (two before December 1, one after January 1)

Three per school year (two before December 1, one after January 1)

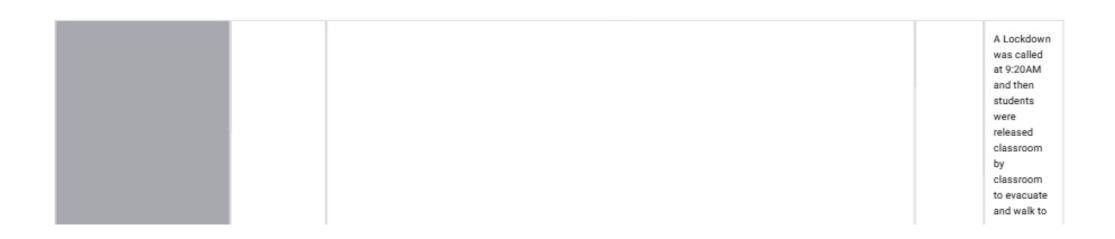| Deadline	Date	Time	Actual Date & Time *(optional) only enter if original drill date was missed	Special Conditions Simulated	Time to Complete (mins & seconds)
Before Dec. 1	09/04/2025	2:00 PM	09/04/2025 2:00 PM	Hazard Response for Intruder /	3 minutes and 32 seconds
Before Dec. 1	10/21/2025	8:30 AM	10/21/2025 8:30 AM	Other / At Arrival	1 minutes and 10 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	09/09/2025	2:00 PM	09/09/2025 2:00 PM		Sunny	2 minutes and 32 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
				A Lockdown was called at 9:20AM and then students were released classroom by classroom to evacuate and walk to

| Before Dec. 31 | 10/17/2025 | 10/24/2025

9:20 AM

Potential inclement weather on 10/17 | | All School / | our reunification site. Police were present to help with traffic. 30 minutes to get all students from Oakside to Reunification spot. 15 minutes spent running all areas (Greeters, Checkers, Runners, Intake, Trama and Special Needs) Students released back to school and back in the Classrooms for all clear at 10:35AM |

Person Responsible

AMY TANSEL