



SY2023/2024

Emergency Drill Log

School Name	Drill Schedule Submission Date	Principal
Linden Charter Academy	Jul 27, 2023	Julie Dixon

School Name: Linden Charter Academy

School Year: 2023-2024

First Day of School: 8/28/23

Last Day of School: 6/11/24

Fire Drills

Month	Date	Time	Notification Method	# of Staff Members	# of Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
October	10/18/23	10:00 a.m.	phone	83	793	Fire Alarmed pulled	Middle School students struggling with a sense of urgency exiting the building during specials.	Clear	1	24
September	9/8/23	2:00 p.m.	Phone	83	729	None	None	Clear	2	24
November	11/8/23	10:00 a.m.	phone	83	716	None	None	Rain	1	31

Room Clear

Date	Time	Special Conditions Simulated	Problems Encountered
9/19/23	1:30-2:00	Illness in the classroom	None
11/13/23	1:30 p.m.	Disturbance on a class	n/a

Hold

Date	Time	Special Conditions Simulated	Problems Encountered
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Reverse Evacuation

Date	Time	Special Conditions Simulated	Problems Encountered
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Lock Down

Date	Time	Special Conditions Simulated	Problems Encountered
3/15/24	2:30 p.m.	15 minutes or less prior to dismissal with parent/guardian notification	None



Date	Time	Special Conditions Simulated	Problems Encountered
11/14/23	10:00 a.m.	Hazard Response for Active Shooter	Tech and Art (intercom system), continue to complete the 5-4-5 plan with the security officer and safety team.
10/10/23	10:30 a.m.	Hazard Response for Intruder	Kindergarten, 5th, and 7th grade room doors were unlocked. Students in the hallway lack a sense of urgency to move to the shelter location.

Tornado Drill/Severe Weather



Date	Time	Special Conditions Simulated	Problems Encountered
12/13/23	10:30 a.m.	None	None
3/11/24	1:30 p.m.	None	None

Reunification

Date	Time	Special Conditions Simulated	Problems Encountered
12/5/23	3:30 p.m.	none	none

Signature of Person Responsible: Tiffany Thompson