

Emergency Drill Log - Michigan

Windemere Park Charter Academy
3100 W Saginaw St
Lansing, MI
(517) 327-0700

School Name: Windemere Park Charter Academy

School Year: 2025-2026

First Day of School: 08/18/2025

Last Day of School: 06/11/2026

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	09/09/2025	10:00 AM		Alarm pulled /	70	597	None /	No	low 70's and sunny	1 minutes and 57 seconds
Before Dec. 1	10/21/2025	1:05 PM	10/06/2025 11:48 AM Alarm went off due to dust on the detector.	Other / Set off by a smoke detector	68	542	Lunchtime Drill /	None	Sunny and 78	2 minutes and 9 seconds
Before Dec 1	11/05/2025	9:30 AM		Alarm pulled /	63	482	Other / Student pulled from class.	None	54 and windy	2 minutes and 3 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.	09/04/2025	10:30 AM		Illness in a classroom /	45 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.	10/29/2025	1:45 PM		Disturbance in a hallway /	1 minutes and 49 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	09/18/2025	9:45 AM	09/25/2025 2:25 PM Scheduling Error	Animal on playground /	1 minutes and 10 seconds
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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	10/09/2025	2:15 PM		Other / Hazard Response for Exterior Threat	1 minutes and 56 seconds
Before Dec. 1	11/13/2025	9:00 AM		Hazard Response for Intruder /	1 minutes and 48 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	# Evacuted to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	09/24/2025	2:35 PM	09/26/2025 2:25 PM Scheduling error	567	Sunny and warm	2 minutes and 37 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	10/01/2025	10/01/2025 4:30 PM	Staff walkthrough /	Staff did an amazing job! We walked through all responsibilities and postions, locations and



reunification
equipment.

Person Responsible

SCOTT GREINER