

School Name: Metro Charter Academy School Year: 2021-2022
 First Day of School: 9/7/21 Last Day of School: 6/17/22

A minimum of one Fire, Lockdown or Tornado drill must be conducted during lunch or recess.

Fire Drills - three fire drills before Dec. 1 and two after Jan. 1 with reasonable spacing in between

Month	Date	Time	Notification Method	# of Staff Members	# Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
Oct	10/14/21	10:00	Alarm	43	550	None	None	Hot	4	45
Oct	10/6/21	9:00	Email and Phone	65	600		Kinder students were mixed in lines, not all teachers brought out their attendance grids, students reminded to be at level 0 once they are out of the building	Clear	2	37
Oct	10/19/21	1:00	Alarm	43	550	None	None	Clear	4	45
Sep	9/21/21	10:00	Alarm	43	550	None	Less Disorganized than last time, but better	Clear	5	30
Sep	9/17/21	9:45	Alarm	43	550	None	Disorganization with staff	Clear	6	20

Room Clear – One per school year, before December 1.

Date	Time	Special Conditions Simulated	Problems Encountered
11/12/21	9:30	None	None

Reverse Evacuation – One per school year, after January 1.

Date	Time	Special Conditions Simulated	Problems Encountered
10/1/21	9:45	None	Organization

Lock Down Three per school year. Two before Dec 1 and one after Jan 1.

Date	Time	Special Conditions Simulated	Problems Encountered
10/26/21	1:30	None	None
10/1/21	10:00	None	None
1/26/22	1:30	None	Substitute teacher didn't have a room key

Severe Weather/Tornado Drill - Two per school year (one before Dec 15 and one in March)

Date	Time	Special Conditions Simulated	Problems Encountered
9/15/21	1:45	None	Spacing
3/22/22	1:45 pm	None	Spacing with new teachers
10/29/21	9:45	None	None

Reunification – One type completed by December 31

Date	Time	Special Conditions Simulated	Problems Encountered
6/10/22	4:00 pm	none	inexperience

Signature of Person Responsible: Courtney Gordon