



**SY2018/2019  
Emergency Drill Log – Michigan**

**School Name:** Lansing Charter Academy  
**First Day of School:** 9/4/18

**School Year:** 2018-2019  
**Last Day of School:** 6/14/19

**\*\*NOTE: A minimum of one Fire, Lockdown, or Tornado drill must be conducted during lunch or recess\*\***

**Fire Drills - Three before December 1 and two after January 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.
Feb	2/27/19	1:30pm	Intercom	60	531			Clear	5	3
Oct	10/11/18	1:00	Alarm	65	587			Clear	4	0
Sep	9/21/18	10:00	Alarm	65	559			Clear	4	20
Mar	3/21/19	2:00	alarm	57	462	None	none	Clear	8	20
Nov	11/28/18	9:30	Alarm	65	573	None	None	Snow	8	0

**Tornado Drill - Two per school year (one before December 15 and one in March).**

Date	Time	Special Conditions Simulated	Problems Encountered
3/13/19	1:06	none	none
10/24/18	9:00	None	Problems hearing call over some phones

**Lock Down Lockdown – Three per school year (two before December 1 and one after January 1).**

Date	Time	Special Conditions Simulated	Problems Encountered
11/19/18	10:00	none	none
9/28/18	1:00		Problems hearing announcement over in class phone speakers
2/26/19	2:00pm		

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

Date	Time	Special Conditions Simulated	Problems Encountered
4/12/19	1:00 p.m.		

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

Date	Time	Special Conditions Simulated	Problems Encountered
11/19/18	9:00	None	None

**Reunification – One type completed by December 31**

Date	Special Conditions Simulated	Problems Encountered
10/18/18		We needed to have staff positioned at streets to assist student crossing. Pens, we had plenty but forgot to ask for them back when we checked ID's. Once we figured that out the drill actually ran very smooth.

**Signature of Person Responsible: David Stevens**