

Emergency Drill Log - Michigan

Metro Charter Academy
34800 Ecorse Rd
Romulus, MI
(734) 641-3200

School Name: Metro Charter Academy

School Year: 2025-2026

First Day of School: 09/02/2025

Last Day of School: 06/12/2026

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	09/23/2025	9:30 AM	09/23/2025	Alarm pulled /	45	411	None /	None	Overcast	5 minutes and 34 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.	09/11/2025	10:30 AM	09/11/2025	Disturbance in a classroom /	1 minutes and 49 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.	09/11/2025	10:35 AM	09/11/2025	Disturbance in a hallway /	2 minutes and 55 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)
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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)
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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)
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Reunification

One per school year (Before December 31)

Deadline	Date	Time	Actual Date & Time	Special Conditions	Brief
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Deadline	Date	*(optional) only enter if original drill date was missed	Conditions Simulated	Summary
Before Dec. 31	08/26/2025	08/25/2025 Moved due to our 25th anniversary event.	Staff walkthrough /	We simulated our secondary reunification with staff having roles needed in addition to some "playing the roles of students and parents",

Person Responsible

KIMBERLY JOHNSON