

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
Before Dec. 1	10/28/2025	9:30 AM	11/03/2025 10:05 AM Due to weather last week.	Alarm pulled /	44	407	None /		Overcast, cool	4 minutes and 23 seconds
Before Dec 1	11/10/2025	2:00 PM	11/13/2025 9:45 AM Weather concern	Announcement made /	42	328	None /	None	Cold but clear	3 minutes and 50 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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Before Jan. 1	11/10/2025	2:10 PM	11/13/2025 9:53 AM Weather issues	Animal on playground /	3 minutes and 21 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	10/16/2025	9:30 AM	10/23/2025 9:31 AM Moved so that it was a part of safety week.	Hazard Response for Intruder /	2 minutes and 23 seconds
Before Dec. 1	11/21/2025	1:00 PM	11/24/2025 1:00 PM The safety team was completing a threat assessment.	Hazard Response for Intruder /	3 minutes and 8 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)
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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
		08/25/2025	Staff	We simulated our secondary reunification with staff having roles

Before Dec. 31	08/26/2025	Moved due to our 25th anniversary event.	walkthrough /	needed in addition to some "playing the roles of students and parents",
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Person Responsible

KIMBERLY JOHNSON