

## Emergency Drill Log - Michigan

Ridge Park Charter Academy  
4120 Camelot Ridge Dr SE  
Grand Rapids, MI  
(616) 222-0093

School Name:	Ridge Park Charter Academy
School Year:	2024-2025
First Day of School:	08/08/2024
Last Day of School:	06/12/2025

**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	09/05/2024	9:30 AM	09/20/2024 9:00 AM scheduling error	Other / Panel	55	475	None /	none	clear	2 minutes and 27 seconds
Before Dec. 1	09/26/2024	1:15 PM		Other / Panel	50	500	Recess Drill /	Outside all call did not work. Had to use radios.	Clear	3 minutes and 24 seconds
Before Dec 1	10/15/2024	10:00 AM		Other / Panel	50	500	Recess Drill /	None	Clear	2 minutes and 28 seconds
After Jan. 1	04/17/2025	11:00 AM		Other / Panel	50	500	Recess Drill /	None	Clear	2 minutes and 3 seconds

After Jan. 1	05/14/2025	2:00 PM		Other / Panel	50	500	Recess Drill /	None	Clear	2 minutes and 19 seconds
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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.	09/19/2024	8:45 AM		Disturbance in a classroom /	3 minutes and 10 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)
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Before Dec 1.	11/05/2024	9:30 AM		/	1 minutes and 29 seconds
After Jan. 1	01/15/2025	1:30 PM	01/16/2025 1:30 PM Scheduling conflict with audit	Disturbance in a hallway /	1 minutes and 44 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	12/10/2024	10:30 AM	Scheduling mistake	Animal on playground /	2 minutes and 8 seconds

#### 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	10/02/2024	1:30 PM		Hazard Response for Intruder /	1 minutes and 47 seconds
Before Dec. 1	12/05/2024	10:45 AM		/	2 minutes and 19 seconds
After Jan. 1	02/05/2025	8:30 AM		Hazard Response for active shooter /	1 minutes and 37 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	11/20/2024	1:45 PM		500	Clear	2 minutes and 41 seconds
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March	03/19/2025	1:00 PM		500	Clear	minutes and 9 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
Before Dec. 31	12/20/2024		Other / Safety team walkthrough	Safety team walkthrough

Person Responsible

HECTOR ULLOA