

SY2023/2024

Emergency Drill Log

School Name	Drill Schedule Submission Date	Principal
Triumph Academy	Aug 25, 2023	Nicole Graves

School Name: Triumph Academy

School Year: 2023-2024

First Day of School: 9/5/23

Last Day of School: 6/11/24

Fire Drills

Month	Date	Time	Notification Method	# of Staff Members	# of Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
October	10/11/23	12:50pm	Fire Alarm in Front Office	60	804	students at lunch, recess and lunch detention	None	Clear	4	43
May	5/15/24	1:33	Fire Alarm	63	780	Pulled the alarm at an unannounced time to simulate a more realistic emergency	Staff didn't have a walkie and sent a student back into the building for it.	Clear	4	37
November	11/15/23	8:40	Fire alarm in front office	60	714	None	A middle school elective class was already outside during the time of the drill and was unsure where to go.	Clear	3	23
September	9/13/23	8:40am	Fire Alarm	64	733	None	None	Clear	3	29
May	5/1/24	8:40am	Fire Alarm	60	761	Blocked Entrance, Missing Students and Missing Administration	Teachers having their students lined up in preparation for the drill. Upset student not wanting to stay with class.	Clear	5	28



Month	Date	Time	Notification Method	# of Staff Members	# of Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
January	1/29/24	10:59	Email, walkie and Overhead announcement	65	750	Dean Absent	Building was tested for a drop in oxygen levels due to a smell of gas in 3 classrooms down the middle school hallway. Fire Department and Michigan Gas were contacted and out to test the building. No leak was found and classes resumed as normal	Clear	19	0

Room Clear

Date	Time	Special Conditions Simulated	Problems Encountered
5/15/24	All Day	None	None
9/13/23	All Day	None	None

Hold

Date	Time	Special Conditions Simulated	Problems Encountered
5/15/24	8:57	None	Double doors to k-2 hallway did not latch and lock
9/13/23	Ongoing All Day	None	None

Reverse Evacuation

Date	Time	Special Conditions Simulated	Problems Encountered
10/11/23	Ongoing All Day	None	None

Lock Down



Date	Time	Special Conditions Simulated	Problems Encountered
10/6/23	8:50	This drill was performed along side our whole school reunification drill. Students went into lockdown first and were released by admin to walk down to our reunification site	None



Date	Time	Special Conditions Simulated	Problems Encountered
1/10/24	8:40	None	1 student was locked out of class due to coming in late and not hearing the announcement of being in a lock down drill. 1 teacher was slow covering their door and turning off their lights.
11/15/23	1:50	None	1 room did not hear the announcement of the drill and were going about their lesson as normal

Tornado Drill/Severe Weather

Date	Time	Special Conditions Simulated	Problems Encountered
12/13/23	8:40am	None	One class did not know where they were supposed to go
3/20/24	1:00	None	Overhead system wasn't working. Had to call the drill over the walkie. Classroom talking in the bathroom

Reunification

Date	Time	Special Conditions Simulated	Problems Encountered
10/6/23	8:50	Parents name on license not matching the emergency contact list, student not feeling safe going home with parent	4th grade student did not fit in originally planned room at reunification site and had to be relocated.

Signature of Person Responsible: Kayla Falls