

# Emergency Drill Log - Michigan

Endeavor Charter Academy

380 Helmer Rd N

Springfield, MI

(269) 962-9300

School Name: Endeavor Charter Academy

School Year: 2024-2025

First Day of School: 08/19/2024

Last Day of School: 06/03/2025

**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<br>*(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 | 09/04/2024 | 10:00 AM | 09/04/2024<br>10:00 AM<br>This was the scheduled day and time.                 | Alarm pulled /      | 76              | 603                      | Recess Drill /  | New teachers took students to wrong area.  | Sunny              | 2 minutes and 6 seconds           |
| Before Dec. 1 | 09/17/2024 | 1:00 PM  | 09/17/2024<br>1:00 PM  | Alarm pulled /      | 76              | 638                      | Other / We checked staff attendance sheets in red bags. | We had five students in the office that the classroom teachers missed.           | Sunny              | 1 minutes and 53 seconds          |
| Before Dec 1  | 10/09/2024 | 9:00 AM  | 10/11/2024<br>9:00 AM<br>Staff shortage.                                       | Alarm pulled /      | 78              | 595                      | Other / Specials  | Students were at in school dentist. They did great taking them out, but teachers | Cold               | 2 minutes and 34 seconds          |

|  |  |  |  |  |  |  |  |  |   |  |
|--|--|--|--|--|--|--|--|--|---|--|
|  |  |  |  |  |  |  |  |  | <p>... didn't account for their students.</p> |  |
|--|--|--|--|--|--|--|--|--|---|--|

**Room Clear**

One per school year. (Before December 1)

| Deadline      | Date       | Time    | Actual Date & Time<br>*(optional) only enter if original drill date was missed | Special Conditions Simulated | Time to Complete (mins & seconds) |
|---------------|------------|---------|--|------------------------------|-----------------------------------|
| Before Dec 1. | 09/25/2024 | 9:00 AM | 09/27/2024   | Illness in a classroom /     | 28 seconds                        |

**Hold**

Two per school year (one before December 1, one after January 1)

| Deadline | Date | Time | Actual Date & Time<br>*(optional) only enter if the original drill date was missed | Special Conditions Simulated | Time to Complete (mins & seconds) |
|----------|------|------|--|------------------------------|-----------------------------------|
|          |      |      |  |                              |                                   |

|               |            |         |                       |                                  |               |
|---------------|------------|---------|-----------------------|----------------------------------|---------------|
| Before Dec 1. | 11/05/2024 | 2:00 PM | 11/05/2024<br>2:01 PM | Disturbance<br>in a hallway<br>/ | 15<br>seconds |
|---------------|------------|---------|-----------------------|----------------------------------|---------------|

**Secure (Reverse Evacuation and Preventive Lockdown)**

One per school year (Before January 1)

| Deadline      | Date       | Time    | Actual Date & Time<br>*(optional) only enter if original drill date was missed | Special<br>Conditions<br>Simulated | Time to<br>Complete<br>(mins &<br>seconds) |
|---------------|------------|---------|--|------------------------------------|--|
| Before Jan. 1 | 10/09/2024 | 9:30 AM | 10/11/2024<br>9:05 AM<br>Staff shortage  | Other /<br>Bad<br>weather          | 2<br>minutes<br>and 48<br>seconds          |

**Lockdown**

One per school year (Before December 1, and After January 1)

Three per school year (two before December 1, one after January 1)

| Deadline      | Date       | Time    | Actual Date & Time<br>*(optional) only enter if original drill date was missed | Special Conditions Simulated         | Time to Complete (mins & seconds) |
|---------------|------------|---------|--|--------------------------------------|-----------------------------------|
| Before Dec. 1 | 10/22/2024 | 9:00 AM | 10/22/2024<br>9:41 AM<br>Wanted to practice with middle school at specials.    | Hazard Response for active shooter / | 35 seconds                        |
| Before Dec. 1 | 11/06/2024 | 2:00 PM | 11/06/2024<br>2:05 PM  | Hazard Response for active shooter / | 52 seconds                        |

**Shelter (Tornado)**

Two per school year (one before December 15, and one in March)

| Deadline       | Date       | Time    | Actual Date & Time<br>*(optional) only enter if original drill date was missed | # Evacuated to shelter locations | Weather Conditions                     | Time to Complete (mins & seconds) |
|----------------|------------|---------|--|----------------------------------|--|-----------------------------------|
| Before Dec. 15 | 09/12/2024 | 9:00 AM | 09/12/2024<br>9:00 AM  | 633                              | Practiced as if a tornado was near by. | 1 minutes and 34 seconds          |

**Reunification**

One per school year (Before December 31)

| Deadline       | Date       | Actual Date & Time<br>*(optional) only enter if original drill date was missed | Special<br>Conditions<br>Simulated | Brief<br>Summary                                   |
|----------------|------------|--|------------------------------------|--|
| Before Dec. 31 | 11/14/2024 | 11/14/2024<br>4:00 PM  | Staff<br>walkthrough<br>/          | Staff<br>reviewed<br>location<br>and<br>positions. |

**Person Responsible**

THOMAS MCPHERSON