

Emergency Drill Log - Michigan

Holly Park Academy
 3300 Express Ct
 Lansing, MI
 (517) 882-9585

School Name: Holly Park Academy
 School Year: 2024-2025
 First Day of School: 08/19/2024
 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	08/28/2024	1:00 PM	08/28/2024 1:00 PM	Alarm pulled /	65	520	None /	Staff without red/green cards	warm	10 minutes and 5 seconds
		11:30	10/04/2024 11:30 AM	Alarm			Lunchtime			6 minutes

Before Dec. 1	10/03/2024	AM	11:00 AM Visitors in building	pulled /	59	509	Drill /		Warm	and 27 seconds
Before Dec 1	11/12/2024	2:00 PM	11/12/2024 2:00 PM	Alarm pulled /	58	508	None /			6 minutes and 45 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.	11/13/2024	8:30 AM		Disturbance in a classroom /	1 minutes and 17 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.	10/07/2024	11:00 AM		Illness in a hallway /	2 minutes and 45 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)
Before Dec. 1	09/12/2024	9:30 AM	09/13/2024 9:32 AM C and I visit with DSQ	/	3 minutes and 10 seconds
Before Dec. 1	10/21/2024	2:15 PM	10/21/2024 2:15 PM	/	3 minutes and 25 seconds

Shelter (Tornado)

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

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	# Evacuated to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	10/07/2024	1:30 PM		492		4 minutes and 52 seconds

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	10/17/2024	10/18/2024 1:00 PM City had a renaming ceremony on the original date.	All School /	Everything went well

Person Responsible

ROSALIND BURT

