

# Emergency Drill Log - Michigan

Center Line Preparatory Academy  
8155 Ritter  
Center Line, MI  
(586) 574-5500

School Name: Center Line Preparatory Academy  
School Year: 2024-2025  
First Day of School: 08/26/2024  
Last Day of School: 06/11/2025

**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	09/13/2024	9:10 AM	09/13/2024 9:37 PM	Other / alarmed buzzed			/			3 minutes and 31 seconds
Before Dec. 1	09/27/2024	1:30 PM	09/27/2024	Alarm			/			4 minutes

			1:30 PM	pulled /						and 17 seconds
Before Dec 1	10/17/2024	1:00 PM	10/25/2024 1:00 PM	Alarm pulled /			/			5 minutes and 13 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.	01/07/2025	9:00 AM	10/24/2024 Utilized safety week to practice	Disturbance in a classroom /	1 minutes and 23 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.	10/16/2024	2:30 PM	09/24/2024 1:36 PM A scholar unexpectedly experienced a seizure in the main office.	Illness in a hallway /	24 minutes

**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	09/27/2024	1:40 PM	09/27/2024 1:45 PM	/	6 minutes

**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)
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Before Dec. 1	09/20/2024	8:45 AM	09/27/2024 8:45 AM Drill missed	/	3 minutes
Before Dec. 1	10/15/2024	1:50 PM	10/23/2024 1:50 PM	Other / announcement	4 minutes and 16 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	# Evacuated to shelter locations	Weather Conditions	Time to Complete (mins & seconds)
Before Dec. 15	10/14/2024	9:10 AM	10/22/2024 9:10 AM			10 minutes and 8 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	08/22/2024		Staff walkthrough /	Reviewed evacuation routes and reunified at the church. Went over positions and roles if we have to evacuate to the church.

**Person Responsible**

VERONICA KISOR