



Emergency Drill Log – State of Michigan

School Name: Wellspring Prep High School

School Year: 2015-2016

First Day of School: 09/08/2015

Last Day of School: 06/10/2016

Fire Drills – Five per year; three by December 1st; two in spring semester; reasonable time between drills

Deadline	Scheduled Date	Actual Date	Time	Notification Method Used	Weather conditions	Time to complete evacuation	Staff Initials
Dec. 1st	09.23.15	9/25/15	9:28a	Fire alarm	cloudy	4 mins	JK
Dec. 1st	10.13.15	10/06/15	11:22a	Fire alarm	cloudy	2 min	JK
Dec. 1st	11.12.15	11/18/15	10:35a	Fire alarm	Cold + wet	2 min	JK
2 nd Sem.	03.30.16	4/29/16	2:20p	Fire alarm	Sunny	5 min	JK
2 nd Sem.	04.21.16	4/21/16	9:30a	Fire alarm	Wet	3 min	JK

Tornado Drills – Two per year; one by December 1st; one in March

Deadline	Scheduled Date	Actual Date	Time	Notification Method Used	Weather conditions	Time to complete evacuation	Staff Initials
Dec. 1st	10.01.15	10/01/15	10:45a	PA	Sunny + cool	4 min	JK
March 31st	02.11.16	3/3/16	9:30a	PA	cold	4 min	JK

Lockdown Drills – Three per year; one by December 1st; one after January 1st; one during passing time; one with coordination of local law enforcement

Deadline	Scheduled Date	Actual Date	Time	Notification Method Used	Time to complete drill	Staff Initials	Law Enforcement Signature
Dec. 1st	09.14.15	10.26.15	11:30a	PA	2 min	JK	
June 1st*	01.28.16	1.26.16	11:45a	PA	2 min	JK	
June 1st	03.08.16	3.08.16	8:30a	PA	2 min	JK	

* Not before January 1st

****Cooperation with local authorities is recommended for all drill types.****

Certification of Completion (sign at end of year)

Signature of Staff Member Responsible for Drills: _____

Jessie Krot