

LITTLE SCHOLAR'S PRESCHOOL EMERGENCY EVACUATION & DISASTER PLAN

1. Keep Calm

2. Take time to think, and then take the considered action that the situation calls for.

3. Upon hearing the warning siren, tune the radio or television to the emergency broadcast stations: • Radio Northern Plains Radio 660 Keys Country • TV: KUMV T.V.

4. Use the telephone only to report emergency information to the local authorities. After the emergency is over, use the phone/Facebook page/Remind app to notify parents/guardians, relatives where you are and that you are safe.

5. A battery powered radio, First Aid supplies, flashlight, and a small amount of water and food will be kept in my office.

6. IN CASE OF FIRE: • We will evacuate immediately. • We will evacuate to Rickard Elementary 1224 1 st ave east. We will then place a 911 call for our emergency. Our Outside evacuation meeting place is First Lutheran Church North Parking lot. • This is the location that you would pick your child up at in this type of emergency.

7. IN CASE OF A TORNADO: • WATCH: Children will be kept inside. • WARNING: Gather children and proceed to the

designated shelter area which is the Boiler Room located in the basement of First Lutheran church on the North West side of the church. • Staff will lay beside or over children, for protection.

8. IN CASE OF A WINTER STORM, BLIZZARD, POWER OUTAGE: • When a winter storm warning is issued during preschool operation hours parents will be contacted to inform them of the weather condition. • Upon hearing of this weather condition, tune the radio or television to the emergency broadcast stations: • Radio Northern Plains Radio 660 Keys Country • TV: KUMV T.V. • In the event of a power outage, the children will remain in my care until power is restored, the weather condition has improved, or parents are able to pick up their child. In the event that there is NO power at our location on a school day by 8:00. A.M. there will be NO school. A remind app & Facebook post will notify you of this.

10. Staff and children will be notified by a Siren/alarm that evacuation of the building must take place due to an emergency.

11. In any instance LSP has to be evacuated the School Secretary will bring the following items with her: All Parent/Child contact information, any medication needed for a staff member or a child, and food and water.

12. The building will not be re-entered until proper notification by emergency personnel is given to me or a staff member.

13. If the building is deemed unsafe by emergency personnel and we are unable to re-enter the building a Remind Text will be sent out to all the parents as to where their child can be located.

14. Accountability for students and staff after evacuation will be the responsibility of the School Secretary.