APPENDIX H

Emergency Evacuation and Disaster Instruction Plans

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**Hurricane and Natural Disaster Preparedness Communication Letter**

### GENERAL INFORMATION

It is that time of the year again, hurricane season. I would once again like to thank you for taking the time to read our 2019” Hurricane **Preparedness Communication Letter”.** Our team hopes it will help you prepare for this upcoming hurricane season. Nothing is more important to us than keeping you and your children safe whenever storms threaten.

Please take the time to read the annual Emergency Preparedness Plan (EPP) which is located on the table near the entrance to the childcare.

### Daycare Evacuation Plan:

**Before Storm Approaches:**

1. Please update information for your child’s records when necessary.

Example: change of address, change of home & work numbers, health, & Immunization records, etc. Accurate information is extremely important to the health & safety of your child.

Please send to the FCCH the following items for use by your child in case of emergency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Parents should listen to the radio or T.V for progress reports on whatever disaster is taking place. If the provider has not contacted the parents, parents can call to verify status. If parents are able to reach the FCCH without danger to themselves or without interference with disaster workers, they should pick up their children. Children will be released only to parents, caregivers, or other designated persons. The provider will contact parents in the event of power outage, or other disaster that warrants closing. Parents are required to pick up children within a hour of request.

**As the Storm Approaches:**

1. If a severe weather bulletin is issued where schools and local government agencies close, I will be closed for that day also.
2. If a tornado were in the immediate area, I would confine myself and the children to the middle bathroom of my home until all threat of danger is gone following the evacuation plan.
3. Be assured that the childcare providers are giving your child any emergency care that may be needed. They, too, are listening to the radio and will be hearing the same instructions as you.
4. The safest place in case of a disaster is off the city streets, out of the way of emergency and rescue equipment.
5. Do not wander through the evacuation site. Remain at the dismissal area and wait for your child to be brought to you.

**Transportation**

Transportation will not be available after a storm due to road closures and gas shortages. All parents should have a backup plan for transportation and childcare. Field trips will be cancelled over the next 10 days. This period may be extended based on prevailing conditions (power lines down, traffic lights down, streets blocked, area-wide power outages, regional flooding, gas shortages, etc).

**Home Temporarily Closed for Repairs due to Disaster Event:**

In the event that a childcare home cannot re-open due to a sustained damage, children need to be provisionally transferred to another facility with their complete enrollment information. Childcare will be re-opening after Licensing Program approved upon site inspection.

**Supervision and Care of Children Post Disaster:**

In the days/weeks after a disaster, young children may exhibit behaviors due to stress. They may start having toileting accidents and acting out behaviors, separation anxieties, etc. You should be aware of these behaviors and recognize them for what they are and give all the children the extra patience and care that they need. Please, keep children busy and in a routine to try and keep behaviors to a minimum. Keep an extra supply of clothes for these toileting accidents and comfort items (favorite doll, toy, blanket) for those needing the extra comforting. Let the children talk about their experiences and draw pictures to share with you. Limit radio and television exposure so children are not inundated with news coverage of disaster.

**Hurricane and Natural Disaster Preparedness Communication Letter Acknowledgment**

### You were informed of the following information:

### Daycare Evacuation Plan:

* **Transportation:**
* **Home Temporarily Closed for Repairs due to Disaster Event:**
* **Supervision and Care of Children Post Disaster:**

### Attachments:

### 13 weeks… To Do List.

* Disaster supply kit

### Parents/Guardians

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Signature Printed Name Relationship

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Signature Printed Name Relationship

### Provider

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