Funshine Christian Preschool
Earthquake/Disaster Procedures

To prepare for the eventuality of a natural disaster, the Funshine Christian Preschool Program has taken the following steps to make our program and staff more disaster ready.

- Scheduled program-wide fire, earthquake and lockdown drills throughout the year.
- Equipped each room with a backpack for teachers containing emergency supplies.
- Prepared detailed maps of the school identifying evacuation and utility locations.

COMMUNICATIONS DURING A DISASTER

After a major widespread disaster, you may not be able to get home right away due to blocked roads or other hazards. Phone service may be down and you may not be able to contact someone else to pick up your child from school. Out-of-area service is more likely to be available, so establish an out-of-state contact that your family members and friends can call to relay your condition and get information on other family members. Here are tips for creating an effective communications plan;

1. Ask three or four people who are usually home during the day to be responsible for picking your child up from school if you will not able to get home immediately. These people should be listed on your child's emergency card.

2. Develop a system of notifying your designees if you need someone to pick up your child. For example, ask them to call your out-of-state contact to find out if you have reported in yet and if they need to pick up the child.

3. Make certain that your designees know about the school's evacuation and student release procedures. Remind them that they will need to show ID in order for child to be released.

4. Make sure your designees and the school has your out-of-state contact's phone number. Ensure that the person who picks up the child knows to call your out-of-state contact to tell them that she/her has the child. If your child is not picked up within twelve (12) hours, the school will attempt to call your out-of-state contact to determine your status.

EVACUATION PROCEDURES

In case of a major earthquake or other disaster, students may be evacuated from their classrooms. Depending on the magnitude of the incident, the school may be closed until further notice. Students will evacuate to the designated parking lot/basketball court and wait to be released to a parent or authorized designee.

Your cooperation is necessary during a disaster.

1. Do not call the school. Telephone lines may be needed for emergency communication.

2. Parents and designees MAY NOT pick up children until all students and staff are accounted for and the director approves the release of students. NO EXCEPTIONS.

3. Help us protect your child during a disaster, please be patient with the student release procedure.

STUDENT RELEASE PROCEDURES

1. Parents should remain in their car. Please enter the school through the main entrance and place your child's name card in the lower left corner of your windshield, in front of the driver. If you do not have your name card the student release team will create one while you are waiting in line in your car.

2. When you pull up, the Student Release team will check your ID against the info we have on your child's blue emergency card, and, if you are listed, will alert your child's class that you are here to pick up your child.

3. When you arrive at the Student Release area stay in your car. The Escort will hand you the Student Accountability sheet to sign your child out and will also give you a notice of First Aid Care if applicable. The Escort will help your child into the car but will not buckle them in.

Students WILL NOT be released to an individual not listed on their Emergency Card unless the individual knows the Family Password. NO EXCEPTIONS.

After you or a designee has picked up your child, remember to call the out-of-state contact as soon as the child is in a safe location.

Bring picture ID or your child will not be released to you.

I acknowledge that I have read, understand and received a copy of the earthquake and disaster procedures from Funshine Christian Preschool Program.

_____
Child's Full Name (please print)

_____
Parent/Guardian Signature

_____   _____
Parent/Guardian (please print)   Family Password

_____
Out-of-State Contact Information Name (please print)

_____
Address

_____
Phone Number