



Handling Emergencies with Andy Roszak

Our Emergency Preparedness Plan

An emergency preparedness plan will help everyone know what to do if an emergency ever happens in or around your childcare facility. Use this worksheet to write down important contact information, to keep track of the people and places involved in the emergency plan, and neighborhood helpers. Make copies and share the plan with staff as well as with the grown-ups in each child’s life to make sure that everyone is prepared.

_____ **Emergency Preparedness Plan**
(Insert name of childcare facility)

Names of children to account for:



_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Names of staff to account for:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____





Emergency Preparedness Plan

(Insert name of childcare facility)

Emergency Meeting Place:

This is the safe, child-friendly place where your childcare community will meet if you need to leave your facility during an emergency. Parents and caregivers can pick up children from this location.

(Name of location)

(Type of establishment)

(Address)

(Phone Number / Email)

Neighborhood Helpers

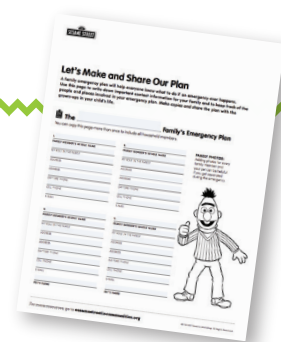
Include phone numbers for the people in your neighborhood who can help you during an emergency.

(Police Station)

(Fire Station)

(Hospital)

Be sure to schedule some time to practice your program's emergency preparedness plan with children, staff, and parents at different times and in different conditions.



More emergency preparedness tools can be found at [SesameStreetInCommunities.org/topics/emergency-preparedness](https://www.SesameStreetInCommunities.org/topics/emergency-preparedness).