

Family and Consumer Sciences Child Care Emergency Evacuation Plan

In the event that an emergency evacuation is reported over the intercom or an alarm is sounded, the _____ School District's Emergency Procedures will be followed. Additional procedures, as stated below, will be implemented to insure the safety of the children:

- High school students enrolled in the class will be assigned a child/children on the first day of class that he/she will be responsible for leading through the emergency procedure.
- The high school students and children will hold onto a "walking" rope and use as a lead to exit the building/move to safety. The high school student will have their assigned child/children walk in front of them at all times until they have reached the safe designation. One of the high school students will not be designated any children and will serve as the line "leader". The instructor will be the last person in the line.
- Prior to exiting the room, the instructor will take with her the daily roster and the children's enrollment forms. The enrollment forms contain parent contact and medical information on each of the children. If a situation arises, parents/guardians will be notified to pick up their child/children.
- Once all students/children have exited the building, attendance will be taken for the children first. When all children have been accounted for, attendance will be taken for the high school students and results will be reported to the administrator in charge.
- All children will remain with their high school "buddy" while they are in the designated safety area.
- The students and children will re-enter the child care facility in the same method that they left, using the "walking" rope and leader to guide them.
- Attendance will be taken when the facilities have been re-entered.