

Shelter-in-Place Response in Centers

Use this sheet to determine what each person in the center is responsible for during a sheltering response. Fill this out for the emergencies that you selected as a “Yes” or “Maybe” on page 7.

TYPE OF EMERGENCY: _____

Declares emergency:

Selects shelter-in-place as plan of action:

Alerts staff about emergency and to shelter-in-place:

Calls emergency services (911):

Secures classroom emergency kit, including medications:

Provides first aid; gives medication as needed

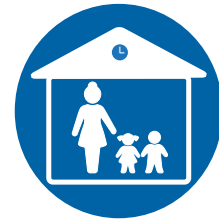
Assists with first aid; operates medical devices and equipment:

Communicates necessary information to parents:

Using:

Communicates all clear to staff, children, and parents/guardians:

Using:



Begins shelter-in-place procedures as practiced:

Calms the children:

Accounts for all children/ staff present today:

Instructs children to assume safe position for the event, such as tornado-safe position (sit on floor and protect head) or earthquake-safe position (drop, cover, and hold on)

Takes attendance periodically: