



STORYBOOK
VILLAGE PRESCHOOL

Storybook Village Preschool's **PLAN FOR EMERGENCIES & DISASTERS**

Families, you won't want to miss this important information! Help us keep your child safe!

DRILLS & EMERGENCY KITS

Disasters come in many forms and can occur at any time. Storybook Village Preschool has emergency plans and policies for disasters caused by natural events such as severe weather, earthquakes, and fires, including wildfires and smoke, as well as a human-caused event such as an active shooter or a hazardous material incident. Families must plan for school closures and rapid communication during emergencies or disasters. We meet at our relocation site for emergency drills.

Each child has a "Ready-to-Go" Kit with 72-hour emergency supplies. Families are encouraged to share family photos for children to have family books and to create customized comfort notes to cope during an emergency.

CHILD EMERGENCY INFORMATION

It's crucial to have child care emergency forms that give us access to all the correct information to help children get through an emergency effectively and notify parents or guardians. Here are the five things we include on our child care emergency forms:

1. Child & Family Information
2. Child Medical History
3. Emergency Contact Information
4. Family Physician & Insurance
5. Parent Acknowledgment & Consent

Families must update the Child Emergency Information form for changes in names and/or phone numbers if needed.



PLANNING TOGETHER!

COMMUNICATION DURING A CRISIS

Not all channels of communication may be available in an emergency. To help families stay informed, we have set up the ability to send emergency updates more than one way. We will send a mass text and email through the Procure app and then use social media sites to connect with our online preschool community.

EVACUATION & RELOCATION SITES

We chose two safe places near our facility to gather in case of an evacuation. If needed, below are our relocation Sites:

Lakeside Pet Hospital
4331 Montgomery Drive
Santa Rosa, CA 95405

Yogurt Time
531 Summerfield Road
Santa Rosa, CA 95405

DISASTER PREPAREDNESS FOR FAMILIES

An emergency or disaster will likely disrupt our normal business operations. Planning ahead will allow Storybook Village Preschool to provide child care services as soon as possible after a disaster occurs.

1. Receive a copy of our school's Emergency Disaster Plan. (LIC 610)
2. Hold onto a wallet card with important information to help reunite with your child in the case of relocation.
3. Review and update your child's emergency information.
4. Create a comfort note with a family picture for your child to help them cope in an emergency.
5. Check out community resources provided by the school to create a disaster plan at home and help your child and family thrive after a disaster strikes.
6. Learn how to communicate with our program before, during, and after a disaster.

STAY INFORMED



Have you downloaded Procure's Parent App to your personal device?
Has your child's emergency information been updated?

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Shelter-in-Place: Like severe weather or hazardous outdoor air, we will stay indoors. There are policies when it is too unsafe to operate, and we will notify parents or guardians to pick up their children.

Lockdown: We will keep everyone inside because of a potentially violent situation. The school's doors and front gate will be disabled, so the family codes will not work. SRPD must confirm the neighborhood is safe for parents to pick up before we open the door for anyone.

Evacuation & Relocation Sites: We are familiar with what is around us if we can't re-enter our center. We have a backup location to go to and walk there safely with safety walking ropes. We have developed a process for reunifying the children with their