Emergency management is a team effort that includes families.
D.E.E.P. – Points for Parents

• A disaster or an emergency can happen anytime.
• A plan helps everyone manage emergencies more effectively!
Parents, Family, Friends & Communities

Effective emergency planning involves everyone!
Advance planning

- Phone number of family member or friend out of the area
- Establish an emergency number for contact
- Maintain a current digital photo of each child
D.E.E.P. DO’S FOR FAMILY

• Identification
• Food & Water (5 days)
• Medical info & medications
• Equipment
• Pictures, detailed descriptions
• Toys, favorite items, schedules
• Be aware of needs, even after the event is “done”
D.E.E.P. DO’S FOR PETS

• Collar, ID, microchip
• Food & Water (5 days)
• Medical info & medications
• Equipment
• Pictures, detailed descriptions
• Toys, favorite items, schedules
• Designate a rescuer
• Be aware of needs, even after the event is “done”

When creating a Disaster Emergency Evacuation Preparedness plan, the same rules that apply to people (children) apply to pets. When children are not safe, your pet probably is not either.
There are many resources available to help you:

- Create effective emergency disaster plans
- Obtain information before, during and after an emergency
Disaster Kit Brochure

**Portable container/wagon**
- Water (1 gallon/person/day for 3 days minimum) for drinking and personal care
- Food: 3-day supply of non-perishable food, canned goods
- Ready-to-eat canned meats, fruits, vegetables
- Protein bars
- Dry cereals or granola
- Peanut butter
- Dried fruit
- Nuts
- Crackers
- Canned juice
- Powdered milk/formula/bottles
- Non-perishable fruit/vegetable mix
- High-energy foods
- Foods for infants
- Foods for those allergic/special diets
- Comfort/stress foods (e.g., chocolate)

**Materials**
- Copies, stamps, knife, scissors, paper, bowls/plates
- Can opener (manual or battery-operated) for food
- Medications (children and staff) in childproof bottles, tablets, diabetic supplies/prescription forms
- First aid kit
- Additional first aid supplies (tick remover; extra sterile gloves, burn ointment, eye wash, antiseptic wipes)
- Thermometer, tweezers, pain relievers (child and adult), bandages, antibiotic ointment (child and adult), petroleum jelly, polyethylene bag/large trash bag, sterile gauze, cold pack, ace bandages
- Dust masks (to fit child ren and adults)

- Moist towelettes/wipes/paper towels
- Scissors/food can opener
- Toilet paper
- Garbage bags/liners (for personal care)

**Equipment**
- Stroller/crib with heavy duty wheels for transporting infants
- Whistle (to signal for help)
- Reflective vests or hats
- Radio (batteries or hand-crank)
- Flashlight/extra batteries/flashlights/candles/matches or lighter
- Work gloves
- Wrench and/or pliers and instructions to turn off utilities: utility valve
- Water purification tablets/chemical/bottle
- Plastic sheeting of large heavy-duty plastic bags/sterilization paper (cut out for windows, doors)
- Adaptive equipment for children and staff with special needs
Kit Components

An emergency disaster kit is not just a bigger first-aid box. It must include the essential tools needed to provide continuous care for children enrolled in your program during an emergency or a disaster.

Emergency Kits

- One kit for Disaster/Emergency/Evacuation
- One kit (in addition to Disaster and Emergency Kit) for additional Shelter-in-place supplies with plastic sheeting, duct tape, scissors, tools to turn off utilities, work gloves, tarp/robe/ponchos
- One backpack/room filled with age-appropriate activities—placed near room’s exit
- Covered totes with handles or wheels, large rolling garbage can, wagon for moving supplies
- Backpack for each child with extra clothes (long-sleeve shirt/pants), diapers, wipes, ointments, infant food, bottles/formula, etc.
- Plan for 3 days worth of supplies

Grab 'N Go Disaster Bag

- Emergency Plan/checklists/organizational chart for staff and their responsibilities
- Emergency phone numbers/contacts/host facility and alternate location(s)
- Attendance rosters for each activity area
- Staff/volunteer/visitor attendance record
- Children’s Emergency Records cards/immunization records/custody papers/photo
- Permission to transport forms for each child
- Staff emergency contacts/immunization records/photo
- Allergies list for children/staff
- Individualized Plans for children with special needs
- Medication permission forms/lock box for medications
- Essential financial/continuity of business records for facility/thumb drives
- Local maps
- Cash (small bills)/coins/credit cards/calling card
- Cell phone and charger or 2-way communication (walkie-talkie)

Other Survival Supplies

- Survival blankets
- Blankets/sleeping bags

Vehicles:

- Full tank of gas, keys, maps
- First aid kit with instructions, water/cups, towels/blankets
- Flashlight, battery-operated/hand crank radio, fire extinguisher
- Emergency/immunization information for children and staff, permission to transport in an emergency
- Laptop computer, portable power supply/extra battery
- Flares, booster cables, tools, shovel, tire repair kit/pump
- Tarps/tents/poncho
- Weather radio (NOAA version with tone alert)
- High energy food

Pets:

- Food/medications and why they are taken/immunization records/muzzle/collar-harness-leash/collapsible carrier/ID tag/current photo of pet and self-proof of ownership/physical description of pet/fees and tick treatment/food and water dishes/cotton sheet to cover carrier/toys/litter-poop scoop/plastic bags/cleanup
**SunWise™ Toolkit**

- Sunscreen
- Lip balm
- Hats, head coverings
- Sunglasses
- Extra clothing—lightweight, loose-fitting
- Water/cups (1 gallon/person/day for 3 days minimum) for drinking and personal care
- Liquids that will replace electrolytes, etc.
- Light snack foods
- First aid kit
- Additional first aid supplies (lockable container): sterile gloves, burn ointment, eye wash, antiseptic wipes, thermometer, tweezers, pain relievers (child and adult), laxatives, anti-diarrheal (child and adult), petroleum jelly, polysporin or bacitracin, Benadryl (child and adult), cold pack, ace bandages
- Moist towelettes/wipes/paper towels

**Equipment**

- Umbrellas
- Tarps, sheets
- Plastic sheeting or large heavy duty plastic bags/duct tape/scissors
- Portable shade structures
- Tools necessary to set-up shaded area
- Knife/scissors
- Rope, cords, clips, nails/hitches
- Work gloves
- Water purifications tables/regular bleach/eye dropper/cheesecloth

**Planning**

- Try to select evacuation locations that have sheltered areas that provide shade, protection from direct sunlight
- Be prepared to set-up protected areas

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**Arizona Department of Health Services**

**Be Prepared**

Sun Safety Awareness in Disaster and Emergency Management

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Don’t forget to keep the SUN in mind!
It is important to have emergency information written down – copies are good too!

### Evacuation Checklist

<table>
<thead>
<tr>
<th>Item</th>
<th>Responsible Staff/Member</th>
<th>Check-off</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact list for CHILDREN’s families</td>
<td></td>
<td></td>
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<tr>
<td>Contact list for STAFF families</td>
<td></td>
<td></td>
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<tr>
<td>Children’s Emergency Information</td>
<td></td>
<td></td>
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<tr>
<td>Medications/Medical Supplies</td>
<td></td>
<td></td>
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<tr>
<td>Charged Cell Phone</td>
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<tr>
<td>First Aid Kit</td>
<td></td>
<td></td>
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<tr>
<td>Flashlights w/ extra batteries</td>
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<td></td>
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<tr>
<td>Battery operated radio w/ extra batteries</td>
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<td></td>
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<tr>
<td>Hand Sanitizer/cleaning agent disinfectant</td>
<td></td>
<td></td>
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<tr>
<td>Wet wipes and tissues</td>
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<td></td>
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<tr>
<td>Disposable cups</td>
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<td></td>
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<tr>
<td>Water &amp; non-potable food</td>
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<td></td>
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<tr>
<td>Diapers for infants</td>
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<td></td>
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<tr>
<td>Formula for infants</td>
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<tr>
<td>Blankets</td>
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<tr>
<td>Vehicle keys</td>
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</tr>
</tbody>
</table>

### Locations for items to get, or tasks to do:

<table>
<thead>
<tr>
<th>Item</th>
<th>Responsible Staff/Member</th>
<th>Check-off</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid Kit</td>
<td></td>
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<tr>
<td>Emergency supplies</td>
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<tr>
<td>Cell phone</td>
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<tr>
<td>Electricity shut off</td>
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<td></td>
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<tr>
<td>Water shut off</td>
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<tr>
<td>Air vent shut off</td>
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</tbody>
</table>

### Emergency Numbers

<table>
<thead>
<tr>
<th>Name of Facility: ______________________</th>
<th>Company</th>
<th>Contact Name</th>
<th>Town</th>
<th>Telephone number</th>
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</thead>
<tbody>
<tr>
<td>Director / Provider</td>
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<tr>
<td>Ambulance</td>
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<tr>
<td>Fire</td>
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<tr>
<td>Poison Control</td>
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<tr>
<td>Police (local)</td>
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<tr>
<td>Local Health Department (state)</td>
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<tr>
<td>Local Health Department (county or city)</td>
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<tr>
<td>Building Inspector</td>
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<tr>
<td>Host Facility Liaison</td>
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<tr>
<td>State Licensing Surveyor</td>
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<tr>
<td>Health Consultant</td>
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<tr>
<td>Gas Company</td>
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<td>Air Conditioning</td>
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<tr>
<td>Appliance Repair</td>
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<tr>
<td>Cleaning Maintenance</td>
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<tr>
<td>Copy Machine</td>
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<tr>
<td>Electric Company</td>
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<tr>
<td>Electrician</td>
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<tr>
<td>Glass Company</td>
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<tr>
<td>Heating Company</td>
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<tr>
<td>Locksmith</td>
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<tr>
<td>Plumber</td>
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<tr>
<td>Snow removal</td>
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<tr>
<td>Flood/water damage</td>
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<tr>
<td>Trash Removal</td>
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<td>Taxi</td>
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<tr>
<td>Landlord</td>
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</tbody>
</table>

This list is not intended to be comprehensive. You are encouraged to include any other contacts that could be helpful before, during or after a disaster or emergency event.
Check out our website on a regular basis for updates and new information!
Do you know what you will do in an emergency?
Does your family know what to do?
Does someone outside your immediate family know your plan?

Be prepared to manage emergency events regardless of whether external help is available!
There are two national Registry systems

Activated by the Federal Government in the Event of an Emergency Disaster
National Emergency Family Registry and Locator System

• A web-based system for people to voluntarily register and share specific information on their post-disaster well-being or location with specified family members

• 1-800-588-9822

• www.fema.gov
National Emergency Child Locator Center

- Activated to help families, local & tribal governments, and law enforcement agencies track and locate children separated from their parents or guardians because of the disaster.

- 1-866-908-9572

- www.fema.gov
Be Prepared and you won’t be scared...

Be informed, be ready and be calm – and be a good neighbor.