



EMERGENCY PLANS POLICY

MEDICAL:

In case of a medical emergency, a qualified staff member will attend to first aid as needed. Another staff member will notify the family of the child. Attempts will be made to consult with the child's physician/dentist. If neither is available, the program's medical consultants will be contacted. For extreme emergencies, 911 will be called. An ambulance will take the child and a staff member to the nearest hospital. The child's emergency permission form will be brought with them. A staff member will notify the family or alternate pick-up person to meet the child at the emergency room. Additional staff will be called in if necessary to maintain required ratios.

In the event a child becomes ill while at the Center, parents will be notified and the child will be moved to a designated area where the child will be made comfortable. A staff person will remain with the child at all times.

FIRE:

In the event of a fire, evacuation from the building will be through the closest fire exit. Staff will be responsible for supervising the children under their care and leading them to the fire exit. Immediately, the group will walk to the playground safely away from the building, and line up to take a name to face attendance. Director or person in charge will be responsible for taking (the sign-in and out sheets or make available the computer access to such documentation), portable first aid kit, cell phone and emergency files with them. Should it not be possible to return to the building, staff remain with the children at the playground and parents will be notified.

WEATHER:

Unscheduled Early Dismissals

When school is dismissed early due to weather, Ledyard Learners staff will report to the school at dismissal time and will stay with the children until they are picked up by their parents. We do ask that parents pick up children as soon as possible though so that all staff can travel home safely.

Inclement Weather Closings

Ledyard Learners weather related closings, delays and inclement weather coincide with the Ledyard School District. If the Ledyard School District is closed due to weather, delayed opening or dismisses early, all children will be required to follow that schedule.



In the event of other serious weather emergencies, such as tornadoes or hurricanes, staff and children will remain indoors away from windows and doors. First aid staff will be on hand to administer first aid, as needed, until emergency personnel can arrive. Parents will be notified after the immediate danger has passed.

EVACUATION:

In the event that the facility must evacuate, the children will be (mode of transportation) to the (nearest designated evacuation area). Advanced contact has been made with the town's Civil Preparedness Unit, adding the Center to their list for emergencies. Parents will also be notified to pick up their children. Ratios will be maintained at all times and two staff 18 years or older will remain with the children until all children are picked up.