

Dear Emergency Preparedness Student:

In order to ensure that you are fully prepared for the Emergency Preparedness Class there are a few things that we would like to reiterate:

1. The class is a total of 6 hours and you are required to be present for the full 6 hours.
2. The class is grant funded.
3. You are required to complete an Emergency Preparedness Plan to complete the class.
4. The facilitator will assist you in completing the plan.
5. The facilitator will review your plan and forward it to the Chesapeake College.
6. Chesapeake College will also review the plan only for completeness.
7. Chesapeake College will distribute certificates within a few **weeks** after the end of the class.
8. Snacks will be provided before the start of each class.

Our goal is to ensure that you as a provider are able to have a plan in place to address possible emergency situations that you may encounter while caring for your children. The plan that you must complete is not complex in nature. To relieve stress associated with this plan we are asking that you come to class on **(fill in date)** with the following information:

- OCC license number (on your child care license)
- Name, address and phone number of 2 to 3 possible evacuation sites that you can take the children to in case of an emergency situation on your premises.
- Local **phone numbers** for the following agencies or services:

- Police Station
- Fire Department
- Local OCC Office
- Health Department
- Utility Company (Electric, Gas, Water)
- Poison Control Center
- Hospital (closest one to your home)
- **Additional information needed is only for Family**

Providers

- Neighbor's telephone number
- Relative's telephone number
- Substitute's telephone number

Thank you for taking the time to gather this additional information. If you have any more questions about the Emergency Preparedness Training please feel free to visit the web site, projectsecurityblanket.org.

Thank You