

Emergency Preparedness at OLM

COMFORT KITS: Each child should have a comfort kit stored at the school in the event of a disaster. The purpose of the comfort kit is to ensure that each child has a baggie containing necessary medications, as well as basic comfort items for shelter, amusement and emotional support (please see the attached).

Reminder of EMERGENCY PROTOCOL:

In the event of an earthquake or other disaster while school is in, we ask that parents/guardians please:

- **Do not telephone the school.** The telephones will be needed to contact help from emergency services;
- **Refrain from driving to the school**, as roads must remain clear for emergency vehicles; as soon as it is safe to do so, **travel to the school by foot** to collect your child/children;
- If you are unable to go to the school, try to contact your designated temporary guardians to have them collect your child/children. The designated temporary guardians were listed on the **STUDENT EMERGENCY RELEASE FORM completed at registration**. This form authorizes another adult or older sibling attending secondary school (temporary guardian) to collect your child from the school, should you be unable to, in the event of disaster resulting in school closure. Ideally, the temporary guardians listed should reside within walking distance to our school as roads may be unsafe or closed to use by the public following a disaster. You should discuss these emergency procedures with them. Remind them they will need to bring ID to the school.
- Upon arrival at the school, please report to the **Parent Emergency Response Team table** and check in. You can collect your child through a formal release process; the school will only release a student to a parent or temporary guardian designated on the **Student Emergency Release Form** with proper **personal identification**; signs will be posted if an alternate student release location is being used, such as the church or parking lot.
- **Listen to the radio stations** for all emergency instructions and status of schools. (CBC 690 am, CKNW 980 am, CKWX 1130 am, CHNW 88.7 fm)

Thank you for your assistance.
OLM School Office (2017/2018)