

Emergency Evacuation Plan

Lynn's Playpen

2008 Dodson Avenue

423) 760-8016

In the event of an emergency situation that requires an evacuation of Lynn's Playpen Daycare one of the following plans shall be implemented. In all situations, the caregiver in charge when evacuating shall:

Take an accurate attendee list;
Account for all children and staff as they board/depart vehicles;
Bring any necessary medications, supplies and emergency records including any medical equipment needed for any special needs children;
Take a cellular phone if available to be used for emergency notifications.

If the emergency environment is confined to the immediate area of the child care facility, e.g, fire or toxic fumes, and the children cannot stay on the premises, the children will be brought to Avondale Recreation Center, 1305 Dodson Ave. by Lynn's Playpen Daycare Staff, where they will remain accompanied by caregivers while family, guardian and emergency contacts are notified of the situation. Arrangements will be made at that time for either transporting the children home or if care taking for the remainder of the day is needed. The place of safety should be close by and within walking distance if appropriate.

1. In the event of exposure to toxic materials or gases, and a physical examination is recommended, children will be transported by Lynn's

Playpen Daycare Staff to T.C. Thompson Children's Hospital where they will be examined by a health provider and family, guardians, and emergency contacts will be notified.

2. If the emergency is more widespread and encompasses a larger area such as a neighborhood or several homes due to a non-confined environmental threat, e.g. toxic fumes from a spill, flood waters, brush fires, etc... and the children cannot remain in the area, the children will be brought to Olivet Baptist Church at 740 M.L.King Blvd by automobiles (method of transportation) where they will remain accompanied by caregivers while family, guardians and emergency contacts are notified and arrangements for either transportation home or a continuation of care are made.
3. In the event of a major environmental hazard that necessitates a larger area of evacuation such as neighborhoods, a city/town or geographical area, due to a large non-confined hazard e.g. earthquake, hurricane or tornado etc... Children will be transported to a Red Cross designated mass shelter by Lynn's Playpen Daycare Staff where they will remain accompanied by caregivers while family, guardians and emergency contacts are notified and arrangements are made for their pick-up.

Staff will remain with and care for the children at all times during an event. Attendance will be checked whenever children are moved. necessary medications, supplies and emergency records. Any children with special Staff will bring any needs e.g. wheelchair bound will be transported accordingly with all medical equipment and supplies necessary.

In case there is an emergency evacuation at Lynn's Playpen Daycare, all children will be evacuated to the following locations. Please ensure that I/we have the latest emergency contact names and telephone numbers for you and your emergency back- up adult who can be notified in case there is an emergency.

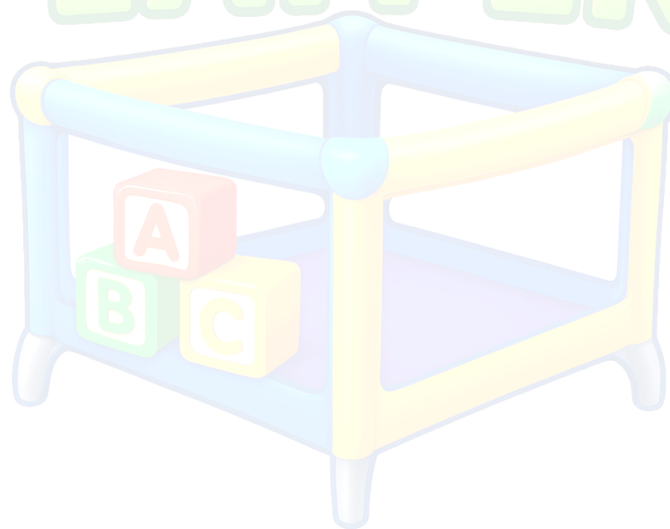
If we must evacuate to a location nearby, we will ride to Avondale Recreation Center at 1305 Dodson Ave. The phone number there is 423) 697-1277 location will be called Emergency Evacuation Location 1.

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If we must evacuate to a location further away, we will ride to Olivet Baptist Church at 740 M.L.King Blvd. The phone number there is (423) 266-8709. This location will be called Emergency Evacuation Location II.

A sign will be posted at the front entrance indicating which location we have evacuated to. If a situation arises that we must "shelter in place" in the Infant room here, a sign will be posted at the front entrance indicating which room we are located in.

We will practice evacuation drills, "sheltering in place", and natural disaster drills here at the daycare periodically so that the children will be somewhat familiar with the procedure. Please note that we have monthly fire drills as well. If you have any questions or concerns about any of these procedures, please do not hesitate to contact me.



Sincerely, Linda Ware Owner
(423) 760-8016