

Addendum: Emergency Preparedness Plan

Family Child Care, Licensed Child Care Centers and Certified Child Care Centers

Shelter-in-place / lockdown procedures

Describe any special circumstances or procedures needed for accommodating infants and toddlers.

SHELTER-IN-PLACE: The center has an emergency kit for shelter-in-place and lockdown procedures which includes various emergency equipment, in addition to items to care for infants and toddlers during these procedures. Wet wipes, extra diapers, infant formula, snacks, bottles, and filtered bottled water are included in this kit. There are also materials for quiet activities for the children, which includes books and coloring activities to keep the infants and toddlers entertained. If relocation from the classroom to another area is required, the toddlers will use the walking rope and the infants will be transported in emergency evacuation cribs. One toddler teacher will lead the group, and one toddler teacher will be in the back, assuring that no child is left behind. A substitute staff will help the group and walk in the middle of the line. Substitute staff will also be assigned to help with the infants to ensure they are properly cared for and relocated safely.

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