

St. Teresa of Calcutta of Calcutta Child Care

Emergency Plan

256 Swamp Pike

Schwenksville, PA 19473

610-287-2500 xt. 3

www.stteresaearlylearning.org

Emergency Plan 3270.27(a) and 3280.26(a)

The facility has an emergency plan for the following:

- **Lock Down:** Our intercom system will announce there is a lockdown in place. Children will remain in classrooms. Teachers will lock doors, get emergency survival bag, and pull the window shades down. They will remain in classrooms until notified that it is safe to return to normal activities. *
- **Shelter in Place:** Our intercom system will announce that there is a shelter in place. Teachers will get emergency survival bag and move children to hallway. They will remain in the hallway until notified it is safe to return to normal activities. *

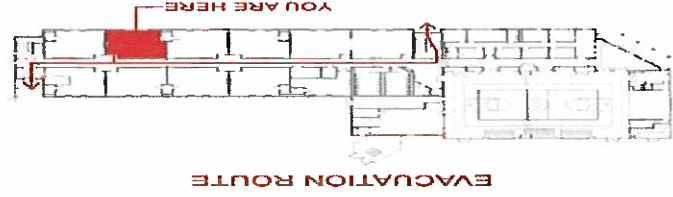
*When it is deemed necessary, Teachers may revise plan according to the situation.

- **Shelter in An-Away Location:** Children will follow the Evacuation Plans (pictured below) to safely evacuate the building. The entire center will move to one of the following locations:

- Saint Teresa of Calcutta Rectory, 284 Swamp Pike Schwenksville, PA 19473
- Cirafisi Auto Repair, 248 Swamp Pike, Schwenksville, PA 19473

Children will remain at these locations until it is safe to return to the center or are picked up by the child's parent or guardian. The teachers will bring their emergency bags with them.

Diagrams and Maps



Safety Meet Point: STC Rectory

Fire drills are scheduled monthly throughout the year. Emergency drills are conducted annually. Fire drills along with Emergency drills are documented and on file in the center's office.

CLASSROOM CAPACITY: (First Floor)
 L.L. – 19 Students
 Learners
 Tod. – 20 Students
 Pre K – 20 Students
 Inf- 14 Students
 Pre Tod- 20 Students
 Preschool - 20 Students
 Pre- K Plus- 18 Students

Little Learners Room: Children line up in front of the door, exit the classroom, turn right, out front door, turn left, and continue to STC Rectory. (Total 19 Students)

Young Toddler Room: Children line up in front of the door, exit the classroom, turn right, out front door, turn left, and continue to STC Rectory. (Total 20 Students)

PreK Room: Children lineup in front of the door, exit the classroom, turn right, out front door, turn left, and continue to STC Rectory. (Total 20 Students)

Classrooms:
 L.L. – Little
 Tod-Toddlers

situation arises by one or more of the following:

Director will contact the parents and guardians as soon as reasonably possible when a

- A sign will be placed on center door alerting parents of what has occurred.
- Teachers will contact parents once we reach our safe shelter place, the situation at the center,
- Tadoles: An Emergency Alert will go out to all parents informing them about

situation arises by one or more of the following:

Director will contact the parents and guardians as soon as reasonably possible when a

3280.26 (a) (3) and (4)

3270.27 (a) (3) and (4)

front door, turn left, and continue to STC Rectory. (Total 18 Students)

Prek Plus Room: Children line up in front of the door, exit classroom, turn left, out

out front door, turn left, and continue to STC Rectory. (Total 20 Students)

Preschool Room: Children line up in front of the door, exit the classroom, turn left,

out front door, turn left, and continue to STC Rectory. (Total 20 Students)

Pre Toddler Room: Children line up in front of the door, exit the classroom, turn left,

out front door, turn left, and continue to STC Rectory. (Total 14 Students)

Infants: Put 20 babies in Emergency Evacuation cribs, exit the classroom, turn left,

- Tadpoles: An Emergency Alert will go out to all parents informing them about the situation at the center,
- Teachers will contact parents once we reach our safe shelter place,
- A sign will be placed on center door alerting parents of what has occurred.

All Facilities Persons and Their Positions:

- Tara Melville- Director
- Carole Ashley- Assistant Director
- Tiffany Panfile- Pre-K
- Alicia Ottoviano- Pre-K
- Lori Weisbach- Preschool
- Madeline O'Brien- Preschool
- Julieta Quezada- Pre-K Plus
- Mary Cass- Multi classroom Specialist
- Rosemary DiYenno- Multi classroom Specialist
- Dakota Douglass- Multi classroom Specialist
- Meredith McGuckin- Pre-Toddlers
- Kathy Lennox- Pre-Toddlers
- Leigh Miller-Butler- Multi classroom Specialist
- Josephine Okolie- Toddlers
- Hana Eckes- Toddlers

- Any enrolled children with disabilities will be accommodated during emergencies, and the accommodations will depend on the individual's disability. Different accommodations will be used for different disabilities, depending if the disability is of a medical, physical, or emotional nature. If a child has a disability which requires specific accommodations, the currently enrolled has special needs.
- Any child who is disabled or who has a chronic medical condition making them unable to walk will be carried out by teacher or a member of the management team. No child will be transported by evacuation cribs to their destination.
 - All infants and toddlers who cannot yet walk will be transported by evacuation cribs to their destination.

Conditions During an Emergency Situation:

Accommodations for Infants, Toddlers, Children with Disabilities and Chronic Medical

- Karina Fitzcharles- Little Learners
- Kate Kline- Little Learners/ Lead
- Rachael Zurowski- Little Learners
- Kaitlyn Tulli- Multi classroom Specialist
- Linda Cooper- Infants
- Eleanor Natoli- Infants
- Molly McCreavy- Multi classroom Specialist
- Ava Fuehner- Multi classroom Specialist
- Victoria Butler- Multi classroom Specialist

“Individuals with Disabilities Form” will be filled out by the parent and the provider at enrollment, or when the disability is discovered. Decisions on how to safely accommodate the child will be discussed and written on the individual form. A copy of the form will be kept with the emergency plan and a copy will be placed in the child’s file.

** All facility persons, including volunteers, have received training regarding the emergency plan at the time of initial employment, on an annual basis, and at the time of each plan update.

Limerick Generating Station Emergency Management

To be implemented in the event that there is an emergency at Limerick Generating Station.

If an advisory to shelter is given, students will remain in the school building. Students will not be dismissed until the shelter advisory has been lifted. PLEASE DO NOT ATTEMPT TO PICK UP YOUR CHILDREN because it is important for everyone to remain inside during a shelter advisory. According to Montgomery County Department of Public Safety, no one should be admitted into the building to prevent contamination.

If an evacuation is necessary, and there is not sufficient time to send children home and complete the normal daily dismissal schedule, students will be transported to a "HOST" school. The host school for St. Teresa of Calcutta is Montgomery County Community College in Pottstown, PA.

PLEASE DO NOT ATTEMPT TO PICK UP YOUR CHILDREN AT STC. It is important that school entrances and exits, as well as access routes remain open for buses. In addition, when evacuation is required, the school is concerned that any evacuation be safe and orderly, that we are able to account for all students during the operation, and that parents be reunited with their children as quickly and conveniently as possible. Students will only be released to the individuals on their Emergency Contact form.

Another layer of protection that is available to our students is KI (potassium iodine) tablets. Taking KI helps protect the thyroid gland, located in the front of the neck, against the harmful effects of radioactive iodine that may be released in a radiological emergency. State Health Officials will make an announcement telling us when to distribute KI through the Emergency Alert System. These pills are kept locked in each classroom and teachers/staff are instructed on how to administer by the school nurse. Permission to administer potassium iodine to your child is specified on your child's Medical History form that is filled out at the beginning of each school year.

In Case of Emergency Dial 9 and then 911

Local Emergency Phone Numbers

Pottstown Memorial Hospital	610-327-7000
Limerick Police Department	610-495-7909
Limerick Fire Department	610-489-2222
Trappe Ambulance Company	610-489-2462
Poison Control	1-800-222-1222

In emergency situation, inform office and/or person in charge. The Director/Person in Charge will accompany any child who is transported in the case of an emergency. Parents will be notified by office.

<u>Paging Systems</u>	
To page Child Care rooms Only	8#12
To page School Only	8#13
To page entire building	8#10

Appendix C- Emergency Drill Log (form CY 356)



EMERGENCY DRILL LOG
55 PA CODE CHAPTERS 3270.27; 3280.26; 3290.24

Licensed child care programs must conduct emergency drills at least annually. Programs are required to keep documentation with the date and time of the drill at the facility.

Types of Drills

Schedule drills based on your hazard analysis. In Pennsylvania, the most common natural disasters are floods, severe storms, and power outages. It is also helpful to conduct drills for human-caused emergencies such as a gas leak, a chemical spill, an active shooter, building damage and/or an impaired or disgruntled adult.

Date Drill Conducted: / /		Time Drill Conducted: AM PM <i>(Circle One)</i>	
Time to complete the drill: Minutes			
RECORD THE NAMES OF FACILITY PERSONS AND ANY OTHER ADULTS THAT PARTICIPATED IN THE DRILL			
TYPE OF EMERGENCY DRILL CONDUCTED <i>(Ex: Flood, Tornado, Gas Leak, Chemical Spill, Impaired Adult, Shelter in Place, Lock-down)</i>			
SPECIAL ACCOMMODATIONS THE FACILITY USED FOR ANY CATEGORY OF CHILDREN <i>(Infants, Toddlers, Children with Special Needs)</i>			
TOTAL NUMBER OF CHILDREN PARTICIPATING IN THE DRILL			
TOTAL NUMBER OF ADULTS AND CHILDREN PARTICIPATING IN THE DRILL			
LIST PROBLEMS ENCOUNTERED OR OBSERVATIONS DURING THE DRILL <i>(For use in updating the Emergency Plan)</i>			
Signature _____	Date _____	Position _____	