



Dear Parents:

Our goal and mission is to keep your child safe kept safe in the event of a natural disaster such as a major earthquake, disabling storm or any other emergency situation which might occur during a school day. We are currently reviving and rewriting the St. Philomena School Crisis Plan. This plan involves written procedures for staff, drills and drill reviews, storage of student and staff personal emergency kits and storage of additional equipment.

Parents need to provide each child with a personal emergency preparedness kit or “Earthquake Kit” which is described below. .

Please take the time to review the points below:

1. In the event of a major disaster, all students will be kept at school until they can be released to their parents or another designated adult. Please keep your family emergency card up to date, as your child will be released only to a person whose name is on the card. These are kept in the school office and are accessible to be updated. Inform those whom you have listed on the card of their responsibility in the event of a disaster. Also, inform your children who you have listed on the card so they know who is authorized to pick them up.
2. If a disaster should occur, please do not call the school. We will need to keep telephone lines clear for communication with emergency services.
3. If you come to the school after a disaster, either to volunteer or to pick up children, please maintain a calm and positive attitude in the presence of the children.

Emergency Kit

Please fill a **gallon Ziploc bag** with the items listed on the attached list, label it with your child’s name in permanent marker, and send it to school with your child. The bag should include the food of your choice, depending upon your child’s preferences. Cans with pull-open tops are best, as can openers will be limited.

Precautions:

1. No items that need cooking or heating.
2. No refrigerated items ~ everything will be stored at room temperature.
3. No perishables. No boxed juices ~ leakage is a problem.
4. When purchasing items for the Emergency Kit, try to choose those with longest shelf life (i.e., the latest expiration date).
5. Please include a letter of comfort to the child (“We’ll be there as soon as we can...”, etc.) and also a family photo, if available.

Content suggestions: (Please be sure to include items marked *).

Granola Bars	Canned Meats	Fruit Cups
Packaged Crackers	Animal Crackers	Canned Sausages
Packaged Nuts	Packaged Raisins	Canned Juices
Plastic Spoons	Beef Jerky	Fruit Rollups
Energy Bars	Dehydrated Fruits	Glo Sticks
Space Blanket*	Small Pkg. Kleenex*	Dust Mask or Bandana*
Small Flashlight w/ batteries*		Lawn or Leaf Bag to be used as a Poncho*

Your child’s Emergency Kit will be returned at the end of the school year to be replenished for the next year.

“Anchored in a community that promotes Gospel values in all areas of a balanced curriculum”

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