



St. Francis Daycare Preschool through Grade 8

Crisis and Emergency Plan

Administrator: Julie M. Manion

Prepared By Sarah Schimmoller 2020-2021

Updated: 2021-2022



# Center Emergency Plan

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*(Reminder: Fire drills shall be practiced monthly. In addition, one other aspect of the emergency plan shall be practiced every other month.)*

**OAR 414-300-0170(3)(a)(A-I) requires that you have a written plan for handling emergencies, including but not limited to:**

**Fire:**

**Floods:**

**Earthquake:**

**Severe Storms:**

**Landslides, Tsunami, etc:**

**Acute illness of a child or staff:**

**Man caused events such as violence at a child care facility:**

**Evacuation of the facility:**

**The plan must also include:**

**How the center will ensure that parents or the parent's emergency contact can be reached in person:**

**A designated alternative safe location in the event of an evacuation:**

**How the center will inform parents where children will be located in the event of an evacuation and how children will be reunited with their families:**

**The location of an accessible file of emergency contact numbers for children and staff:**

**Designation of staff members to take the emergency contact number file to the evacuation site in the event of an evacuation:**

**Procedures to address the needs of individual children including infants and toddlers, children with special needs, and children with chronic medical conditions:**

**Infant and Toddlers:**

**Children with Special Needs and Chronic Medical Conditions:**

**An acceptable method to ensure that all children in attendance are accounted for:**

**Procedures in the event that children must shelter in place or if the child care center must be locked down so that no one can enter or leave:**

**Procedures for maintaining continuity of child care operations:**

Julie M. Manion  
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Director Signature

10/20/2021  
\_\_\_\_\_  
Date

Julie m. Manion  
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Director Print Name