

# The Family First Safety Plan

A Commitment to Volunteer Safety and Wellbeing



**NEW ORLEANS**

# THE FAMILY FIRST SAFETY PLAN

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## **Disaster Supply Kit**

*Disasters can happen anytime and anywhere. And when disaster strikes, you may not have much time to respond. A highway spill or hazardous material could mean evacuation. A winter storm could confine your family at home. An earthquake, flood, tornado, or any other disaster could cut water, electricity, and telephones for days.*

*After a disaster, local officials and relief workers will be on the scene, but they cannot reach everyone immediately. You could get help in hours, or it may take days. Would your family be prepared to cope with the emergency until help arrives?*

*Your family will cope best by preparing for disaster before it strikes. One way to prepare is by assembling a Disaster Supplies Kit. Once disaster hits, you won't have time to shop or search for supplies. But if you have gathered supplies in advance, your family can endure an evacuation or home confinement.*

### **Preparing Your Kit**

Review the checklist below. Gather the supplies that are listed. You may need them if your family is confined at home. Place the supplies you would most likely need for an evacuation in an easy-to-carry container. These supplies are listed with an asterisk (\*). There are six basics you should stock for your home: water, food, first aid supplies, clothing and bedding, tools and emergency supplies. Keep the items that you would most likely need during an evacuation in an easy-to carry container. The suggested items are marked with an asterisk(\*). Possible containers include: A large, covered trash container; a camping backpack, a duffle bag.

### **Storing Water**

Store water in plastic containers such as soft drink bottles. Avoid using containers that will decompose or break, such as milk cartons or glass bottles. A normally active person needs to drink at least two quarts of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers, and ill people will need more. Store one gallon of water per person per day. Keep at least a three-day supply of water per day (two quarts for drinking, two quarts for each person in your household for food preparation/sanitation).\*

### **Storing Food**

Store at least a three-day supply of non-perishable food. Select foods that require no refrigeration, preparation or cooking, and little or no water. If you must heat food, pack a can of sterno. Select food items that are compact and lightweight.

\*Include a selection of the following foods in your Disaster Supplies Kit:

Ready-to-eat canned meats, fruits, and vegetables

### **Preparing a First Aid Kit**

Assemble a first aid kit for your home and one for each car. A first aid kit\* should include:

- Sterile adhesive bandages in assorted sizes
- Assorted sizes of safety pins
- Cleansing agent/soap
- Latex gloves (2 pairs)
- Sunscreen

- 2-inch sterile gauze pads (4-6)
- 4-inch sterile gauze pads (4-6)
- Triangular bandages (3)
- Non-prescription drugs
- 2-inch sterile roller bandages (3 rolls)
- 3-inch sterile roller bandages (3 rolls)
- Scissors
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Thermometer
- Tongue blades (2)
- Tube of petroleum jelly or other lubricant
- Non-Prescription Drugs - Aspirin or nonaspirin pain reliever; Anti-diarrhea medication; Antacid (for stomach upset); Syrup of Ipecac (use to induce vomiting if advised by the Poison Control Center); Laxative; and Activated charcoal (use if advised by the Poison Control Center)

### Preparing Tools and Supplies

- Mess kits, or paper cups, plates, and plastic utensils\*
- Emergency preparedness manual\*
- Battery-operated radio and extra batteries\*
- Flashlight and extra batteries\*
- Cash or traveler's checks, change\*
- Non-electric can opener, utility knife\*
- Fire extinguisher: small canister ABC type
- Tube tent
- Pliers
- Tape
- Compass
- Matches in a waterproof container
- Aluminum foil
- Plastic storage containers
- Signal flare
- Paper, pencil
- Needles, thread
- Medicine dropper
- Shut-off wrench, to turn off household gas and water
- Whistle
- Plastic sheeting
- Map of the area (for locating shelters)
- Preparing Sanitation Supplies
- Toilet paper, towelettes\*
- Soap, liquid detergent\*
- Feminine supplies\*
- Personal hygiene items\*
- Plastic garbage bags, ties (for personal sanitation uses)
- Plastic bucket with tight lid

- Disinfectant
- Household chlorine bleach
- Preparing Clothing and Bedding
- Include at least one complete change of clothing and footwear per person
- Sturdy shoes or work boots\*
- Rain gear\*
- Blankets or sleeping bags\*
- Hat and gloves
- Thermal underwear
- Sunglasses
- Preparing Special Items
- Remember family members with special requirements, such as infants and elderly or disabled persons

For Baby\* - Formula; Diapers; Bottles; Powdered milk; and Medications

For Adults\* - Heart and high blood pressure medication; Insulin; Prescription drugs; Denture needs; Contact lenses and supplies; and Extra eye glasses

Entertainment - Games and books

### Keeping Important Family Documents

Keep these records in a waterproof, portable container:

- Visa, sojourner's permit
- Birth certificate, naturalization papers
- Household goods inventory
- Wills, powers of attorney, insurance policies, contracts deeds, stocks and bonds
- Passports, social security cards, immunization records
- Bank account numbers and credit card account numbers and companies
- Inventory of valuable household goods, important telephone numbers
- Family records (birth, marriage, death certificates)

### Storing your Disaster Supplies Kit

- Store your kit in a convenient place known to all family members.
- Keep a smaller version of the Disaster Supplies Kit in the trunk of your car
- Keep items in airtight plastic bags.
- Change your stored water supply every six months so it stays fresh. Replace your stored food every six months.
- Re-think your kit and family needs at least once a year.
- Replace batteries, update clothes, etc.
- Ask your physician or pharmacist about storing prescription medications.

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## **Family Disaster Plan**

*Disaster can strike quickly and without warning. It can force you to evacuate your neighborhood or confine you to your home. What would you do if basic services like water, gas, electricity or telephones were cut off?*

*Local officials and relief workers will be on the scene after a disaster, but they cannot reach everyone right away. Families can cope with disaster by preparing in advance and working together as a team. Follow the steps listed here to create your family's disaster plan. Knowing what to do is your best protection and your responsibility. The information on this page is similar to the Emergency Preparedness Page but this plan is specifically made for families.*

### Steps to Safety

- Create a Disaster Plan
- Completing the Checklist
- Practice and Maintain Your Plan
- Neighbors Helping Neighbors
- Home Hazard Hunt
- Evacuation
- Getting to Know Utilities
- Contact your local Red Cross chapter and be prepared to take notes.
- Ask what types of disasters are most likely to happen. Request information on how to prepare for each.
- Learn about your community's warning signals: what they sound like and what you should do when you hear them.
- Ask about animal care after a disaster. Animals are NOT allowed inside emergency shelters because of health regulations.
- Find out how to help elderly or disabled persons, if needed.
- Find out about the disaster plans at your workplace, your children's school or day care center, and other places where your family spends time.

### Create a Disaster Plan

- Meet with your family and discuss why you need to prepare for disaster. Explain the dangers of fire, severe weather, and earthquakes to children. Plan to share responsibilities and work together as a team.
- Discuss the types of disasters that are most likely to happen. Explain what to do in each case.
- Pick two places to meet: Right outside your home in case of a sudden emergency, like a fire OR outside your neighborhood in case you cannot return home. Everyone must know the address and phone number.
- Ask an out-of-state friend to be your "family contact." After a disaster, it is often easier to call long distance. Other family members should call this person and tell them where they are. Everyone must know your contact's phone number.
- Discuss what to do in an evacuation. Plan how to take care of your pets.

### Completing the Checklist

- Post emergency telephone numbers by phones (fire, police, ambulance, etc.).
- Teach children how and when to call 9-1-1 or your local Emergency Medical Services number for emergency help.
- Show each family member how and when to turn off the water, gas, and electricity at the main switches.
- Check if you have adequate insurance coverage.
- Get training from the fire department for each family member on how to use the fire extinguisher (ABC type), and show them where it's kept.
- Install smoke detectors on each level of your home, especially near bedrooms.
- Conduct a home hazard hunt.
- Stock emergency supplies and assemble a Disaster Supplies Kit.
- Take a Red Cross first aid and CPR class.
- Determine the best escape routes from your home.
- Find two ways out of each room.
- Find the safe places in your home for each type of disaster.

### Practice and Maintain Your Plan

- Quiz your kids every six months or so.
- Conduct fire and emergency evacuation.
- Replace stored water and food every six months.
- Test and recharge your fire extinguisher/s according to manufacturer's instructions.
- Test your smoke detectors monthly and charge the batteries at least once a year.

### Neighbors Helping Neighbors

- Working with neighbors can save lives and property.
- Meet with your neighbors to plan how the neighborhood could work together after a disaster until help arrives.
- If you are a member of a neighborhood organization, such as a home association, introduce disaster preparedness as a new activity.
- Know your neighbors' special skills (e.g., medical, technical) and consider how you could help neighbors who have special needs, such as disabled and elderly persons.
- Make plans for child care in case parents cannot get home.

### Home Hazard Hunt

During a disaster, ordinary objects in your home can cause injury or damage. Anything that can move, fall, break, or cause a fire is a home hazard. For example, a hot water heater or a bookshelf can fall. Inspect your home at least once a year and fix potential hazards. Contact your local fire department to learn about home fire hazards.

### Evacuation

- Evacuate immediately if told to do so:
- Listen to your battery-powered radio and follow the instructions of local emergency officials.
- Wear protective clothing and sturdy shoes.
- Take your Disaster Supplies Kit.
- Lock your home.
- Use travel routes specified by local authorities--don't use shortcuts because certain areas may be impassable or dangerous.

- Shut off water, gas, and electricity before leaving, if instructed to do so.
- Make arrangements for your pets.
- Keep enough supplies in your home to meet your needs for at least three days.
- Assemble a Disaster Supplies Kit with items you may need in an evacuation. Store these supplies in sturdy, easy-to-carry containers such as back-packs, duffle bags, or covered trash containers.
- A three-day supply of water (one gallon per person per day) and food that won't spoil.
- One change of clothing and footwear per person, and one blanket or sleeping bag per person.
- A first aid kit that includes your family's prescription medications.
- Emergency tools including a battery-powered radio, flashlight, and plenty of extra batteries.
- An extra set of car keys and a credit card, cash or traveler's checks.
- Sanitation supplies.
- Special items for infant, elderly, or disabled family members.
- An extra pair of glasses.
- Keep important family documents in a waterproof container.
- Keep a smaller kit in the trunk of your car.
- Getting to Know Utilities
- Locate the main electric fuse box, water service main, and natural gas main.
- Learn how and when to turn these utilities off.
- Teach all responsible family members. Keep necessary tools near gas and water shut-off valves.
- Remember; turn off the utilities only if you suspect the lines are damaged or if you are instructed to do so. If you turn the gas off, you will need a professional to turn it back on.

### If Disaster Strikes

- Remain calm and patient. Put your plan into action. Check for injuries.
- Give first aid and get help for seriously injured people.
- Listen to your battery-powered radio for news and instructions.
- Evacuate, if advised to do so.
- Wear protective clothing and sturdy shoes.
- Use flashlights.
- Do not light matches or turn on electrical switches, if you suspect damage.
- Sniff for gas leaks, starting at the water heater.
- If you smell gas or suspect a leak, turn off the main gas valve, open windows, and get everyone outside quickly.
- Shut off any other damaged utilities. (You will need a professional to turn gas back on.)
- Clean up spilled medicines, bleaches, gasoline, and other flammable liquids immediately
- Confine or secure your pets.
- Call your family contact--do not use the telephone again unless it is a life-threatening emergency.
- Check on your neighbors, especially elderly or disabled persons.
- Make sure you have an adequate water supply in case service is cut off.
- Stay away from downed power lines.

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## **Kids Activity Survival Kit**

*You may have to leave your house during a disaster and may sleep somewhere else for a while. It is smart to put together your own Kid's Activity Survival Kit so you will have things to do and share with other kids. These can all be stored in a backpack or duffel bag. Just make sure you can carry it easily.*

Some suggested items for the Kids Activity Survival Kit:

- A factual book about (earthquakes, hurricanes and tornadoes, rain, storms, floods and fires)
- A children's (earthquake book, book about storms, a few favorite general books which encourage comfort)
- A few of your favorite books
- Non-toxic marking pens, crayons, pencils, and plenty of paper
- Scissors and glue
- Manipulative toys such as LEGOS
- 2 favorite small toys, at least 1 doll and 1 action figure
- 1 or 2 board games, table puzzles
- Favorite stuffed animal or puppet
- Small play vehicles such as an ambulance, fire truck, helicopter, dump truck, police car, tractor with blade
- Small people figures to use with the trucks and emergency vehicles
- Favorite blanket and/or pillow
- Picture of the family, including pets, write names on the back
- "Keep safe" box with a few treasures of little things your child feels are special

### Note to Parents

Parents need to make sure to have at least three phone numbers of nearest kin in the United States. This information should be given and kept on file with the school. Parents should train their children to know the full name of the parents and the rest of the family members in the States.



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## **Pet Disaster Plan**

*When it comes to emergencies, animals, whether they are house pets, livestock, or in the wild, have often been overlooked by emergency planners and the general public.*

### **I.D.'s and Licenses**

Make sure your service animals and pets have I.D. tags with both your home telephone number and that of your primary out-of-town contact person. Make sure your animal's license is current.

### **Animal Care**

Plan how your pets will be cared for if you have to evacuate. Pets, in contrast to service animals, are usually NOT allowed in emergency shelters due to health regulations, so have some animal shelters identified! Contact your DPO, local Red Cross chapter and the base veterinarian for guidance.

Establish relationships with other animal owners in your neighborhood. In case you are not home, there will be someone to help your animal.

### **Alternate Mobility Cues**

Pets and service animals may become confused, panicked, frightened or disoriented in and after a disaster: keep them confined or securely leashed or harnessed. A leash/harness is an important item for managing a nervous or upset animal. Be prepared to use alternative ways to negotiate your environment.

### **Animal Survival Kit (for 7 days)**

Pack supplies in a pack that your animal can carry in case you need to evacuate. This kit should include: Bowl for water and food, food, blanket for bedding, plastic bags and paper towels for disposing of feces, a favorite toy, extra harness.