



TLC Day Care Emergency Plan

GOAL: Our main goal is to keep your children safe and healthy during a time of natural or terrorist disasters. Our policies and terms reflect this goal. Please adhere to our policies and provide us with necessary supplies if you haven't already. We want to have peace of mind and realize we will do everything we can to keep your children safe.

Important Paper Folder

This folder will include all emergency contact phone numbers for each child and employee. Please fill it out and return ASAP. Include an out of state contact, if the phone lines in NY are tied up, we can call your out of state contact to inform them of your child's status. You can call them as well for the same information.

If by chance cell phones work, Francina's number is 516-659-2247.

This folder will also include phone numbers for the local police and fire department, emergency centers, and PSEG.

Shelter "In Place"

The basement is our designated shelter area. TLC has asked all parents for emergency supplies. We have stacked up on dried foods, Parmalat milk, and water. We have enough supplies for three (3) days which is suggested by the Office of Child and Family Services (OCFS).

There are flashlights, batteries, and a radio to keep us alert of any situations while "in shelter".

TLC will transform from day care to boarding if necessary.

"Lock Down" Situation

If the OCFS or any other department informs us to "Lock Down" because of dirty bombs or chemical/biological attacks, no one will be allowed to enter or exit TLC for approximately three (3) days or once we know it is safe to do so. Please understand that if someone was affected by any of the above mentioned warfare, they can spread it to others. This is the reason for a "lock down".

Evacuation

If we are asked to evacuate the center, we have an emergency kit to keep with us. Items in the kit include necessities for the children and staff (first aid kit, flashlights, blankets, paper goods, dry food, Parmalat milk, etc.)

Merrick Avenue will shelter at Camp Ave Elementary or Merrick Ave Middle School (MAMS) if evacuation is necessary.

Brookside will shelter at Old Mill Elementary School if evacuation is necessary.

Supplies

The following should be provided by parents in a labeled bag or box if you have not done so already:

- Formula or any special milk
- Blanket
- Personal hygiene (diapers, wipes, etc.)
- Special food