

COUNTRYSIDE MONTESSORI CRISIS/DISASTER RESPONSE PLAN

Dear Countryside Parents:

Next to the office you can find a copy of the "Crisis/Disaster Response Handbook". We have included guidelines to help you know what to do in the case of an emergency. You can rest assured we will do everything we can to protect your child in the event of a crisis or disaster. After reading this plan, please sign that you have read and understand the information.

Crisis/Disaster Response Guidelines for Parents

- Encourage and explain to your child that you will try to pick them up quickly if there is a disaster or crisis.
- Explain that if you are unable to pick them up quickly, their teachers will care for them until someone comes to pick them up.
- Please do NOT phone Countryside. Telephone lines will be needed for emergency communication for the first 4 hours.
- We will attempt to notify you by phone, phone tree or email as we are able.
- Listen, watch or log on to KING 5 or KOMO 4 news for updates.
- Provide an emergency comfort bag for your child (a letter and/or picture from home in a zip lock bag)
- Make a comfort Bag with pictures from home, a love letter from home and a 3 day supply of any medication or medical supplies/equipment in a quart size zip lock bag with your child's name on it to keep in the Grab and Go Bag in your child's class.
- If we need to relocate to an alternate site, we will notify the radio stations and put a note on the outside of the gate and doors.

Countryside staff will care for your child until they can be picked up. Be sure to keep your child's emergency information updated. Children will only be released to those specified by you on your emergency information sheet. If possible, include an out of state contact number on your emergency information sheet.

If telephone lines are unavailable, utilize your out of state contact number for information. If possible we will call that number to give information on your child and to see if you have information for us.

Thank you for your attention to this matter. Please feel free to contact Countryside if you have questions and/or suggestions regarding our Crisis/Disaster Response Handbook.

Keeping your children safe,

Jacob & Evan

By signing below I have read and understand the crisis/disaster response plan.

Print Name

Child's Name

Signature

Date