

Planning for Emergencies with Your Child Care Provider

Overview

Developing an emergency plan with your child care provider.

- Be sure all your emergency paperwork forms are filled out and on file with your child care provider.
- Be sure your child care provider has emergency plans in place and emergency supplies on hand.
- Be sure your child care provider has emergency supplies for your child.

This three-step checklist will help you develop an emergency plan with your child care provider in case of a natural disaster, terrorist act, or other emergency situation.

1. Be sure all your emergency paperwork forms are filled out and on file with your child care provider. These include:

- names, phone numbers, and email addresses of all relatives and friends to contact in an emergency (prioritize these and be sure emergency contacts know that you have given their name to your child care provider)
- the name and number of someone out-of-state, or at least out of the immediate area, if possible

2. Be sure your child care provider has emergency plans in place and emergency supplies on hand. Emergency supplies include:

- a charged cell phone
- one gallon of water per child per day
- nonperishable foods that do not need preparation, such as soft granola bars, cereal, cheese and crackers, cans of fruit, special infant foods, etc. (foods should be nut-free in case of allergies)
- manual can-opener
- extra supplies of critical medication such as insulin, epi-pens, medications for asthma, etc.
- flashlights with extra batteries (look for large, long-life emergency flashlights or lanterns for adults and small flashlights for children to hold)
- battery-operated radio and extra batteries
- first-aid kit
- surgical gloves
- paper towels and Kleenex
- notepad and pens/pencils
- scissors
- hand-sanitizer and cleansing agent/disinfectant

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- disposable cups
- wet wipes
- drawing supplies, games, and other materials to help keep children occupied

3. Be sure your child care provider has emergency supplies for your child. These include:

- a complete change of seasonally appropriate clothing
- a blanket
- extra diapers (one-day supply as space allows)
- extra formula (one-day supply as space allows)
- any medication your child may need and dosage instructions

This information was provided by Bright Horizons Family Solutions.