

## How is a family emergency plan created?

Meet with your family and discuss why you need to prepare for a disaster. Explain the dangers of fire, severe weather, and other emergencies 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:

1. Right outside your home in case of a sudden emergency, like a fire.
2. Outside your neighborhood in case you can't 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's 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.

Families should develop different methods for communicating during emergency situations and share their plans beforehand with all those who would be worried about their welfare. Options for remaining in contact with family and friends if a disaster strikes include:

- Phone contact with a designated family member or friend who is unlikely to be affected by the same disaster.
- Email notification via a family distribution list.
- Use of the [US Postal Service](#) change of address forms when it becomes necessary to leave home for an extended period of time, thus ensuring that mail will be redirected to a current address.

Complete This Checklist

- √ Complete the [Family Emergency Plan Template](#)
- √ Post emergency telephone numbers by phones (fire, police, ambulance, etc.).
- √ Teach children how and when to call 911 or your local Emergency Medical Services number for emergency help.
- √ Determine the best escape routes from your home. Find two ways out of each room.
- √ Find the safe spots in your home for each type of disaster.
- √ 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.
- √ Teach each family member how to use the fire extinguisher, 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.

#### Practice the Plan

- Test your smoke detectors monthly, and change the batteries at least once a year.
- Quiz your kids every six months so they remember what to do.
- Conduct fire and emergency evacuation drills.
- Replace stored water every three months and stored food every six months.
- Test and recharge your fire extinguisher(s) according to manufacturer's instructions