# GOVS. NO-GO



## Preparing to Evacuate or Shelter-in-Place

There are many types of emergencies. In some situations, you may need to evacuate ("GO"). However, there are other emergencies when it's best to shelter-in-place ("NO-GO").

The type of emergency determines how you should react. Establish an alert system so staff and children know what actions to take.

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# **Evacuation/GO**

You need to evacuate when conditions are safer outside than inside the building. Before an emergency, when you are ordered to leave or you decide to evacuate, plan ahead so you know how you will assemble the children in your care, how you will transport them, and where you will go. Make sure you think about alternate routes in case of road closures or unsafe travel.

# Sheltering in place/ NO-GO

In certain emergencies, it is best to make sure everyone is safe inside and isolate children and staff from the outside environment. The need to shelter-inplace should be based on notifications from local emergency officials or weather forecasts



**Examples of Threat:** Flash flooding, fires

### **Helpful Tips:**

- Make sure parents know where to meet you, including both a local relocation site and one outside of your neighborhood.
- Ensure that your vehicle (as well as any vehicles used to transport children) has at least half a tank of gas at all times.
- Keep a map in your vehicle and familiarize yourself with alternate routes out of the area.
- Make sure your emergency supply kit is with you, including emergency contact information for each child.
- Lock the doors behind you.
- Identify your method of communication with parents beforehand and make sure parents are aware (e.g., mass text message, phone call, social media notification).

#### **Examples of Threat:**

Tornadoes, hazardous material spill (chemical, biological, radiological)

#### Helpful Tips:

- Move everyone into an interior windowless room on the lowest level.
- Take your emergency supply kit, including emergency contact information with each child (or store it in your shelter-in-place location in advance).
- Watch TV, listen to the radio or check the internet often for official news and instructions as they become available.
- If there is a concern about air quality, seal all windows, doors and air vents with plastic sheeting and duct tape. Turn off fans, air conditioning and forced air heating systems.
- In the event of a violent threat, close window shades, lock doors and seek shelter out of an intruder's view.