

# HOUSEHOLD EMERGENCY PLAN

COMPLETE THIS PLAN WITH ALL MEMBERS OF YOUR FAMILY

## 1. YOUR HOUSEHOLD

Address

Name

Phone numbers

Name

Phone numbers

Name

Phone numbers

Name

Phone numbers

## 2. GETTING PREPARED

### A. Quick household health check!

Do you know where the gas and water shut off taps are and electric fuse box? Can you turn these off safely?

Are there any risks to your property (e.g. flooding) and if so have they been addressed?

Do you have smoke detectors fitted and are they regularly tested?

Do you have sufficient insurance cover for your property and contents?

Do you have a fire extinguisher?

Does your community have an emergency plan?

### B. Who can help and who needs help?

(If you can't get home or contact each other a pre-arranged contact and Emergency Meeting Point will be useful. It would also be useful if you could stay overnight at this meeting point if you couldn't get home).

#### 1. If you cannot get home or contact each other we will leave a message with:

Name

Contact details

Name

Contact details

#### 2. The following persons can collect children from school:

Name

Contact details

Name

Contact details

#### 3. If we cannot get home we can meet at:

Name

Address

Name

Address

#### 4. Neighbours who need assistance during an emergency:

Name

Address

### C. Important phone numbers (POLICE, FIRE AND AMBULANCE CALL 999 or 101)

Medical Centre

Schools

Gas

Vet/Kennel/Cattery

Electric

Insurance (Home)

Water

Insurance (Car)

Local Authority

Parish contact

Helpline

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## D. What to keep in the house in case of emergencies

The safest place to be during an emergency is often at home. There are certain things which you should consider having in the home. If you have to leave your home then put together a Grab Bag.

### Handy items to have in the house

- Plastic sheeting
- First aid kit with essential medicines
- Fire extinguisher
- Whistle (means of attracting attention)
- Non-perishable foods (canned or dried)
- Water (at least five litres per person)
- Can opener
- Camping stove or BBQ (but remember safety instructions) also
- Know where important documents are kept

### Maintaining your supplies

Check and replace water and food every 12 months. Check batteries every three months. If storing your own water, sterilize all containers before refilling and storing.

### Evacuation Grab Bag

- Torch with spare batteries or wind-up
- Radio with spare batteries
- Phone charger
- First aid kit with essential medicines
- Hearing aids and batteries, glasses or mobility aids
- Emergency rations (energy bars)
- Baby food/formula and nappies
- Change of clothing (waterproof jacket etc.)
- Pet supplies
- Toiletries (soap, towel, toothpaste/brush/sanitary items)
- Blankets or sleeping bags
- Emergency toilet (toilet paper/large rubbish bags)
- Spare keys
- Important documents
  - Identification details/passports/birth certificates
  - Insurance documents and mortgage details
  - Precious photographs

## 3. Responding to an emergency (immediate actions)

### IF AN EMERGENCY OCCURS DIAL 999

Follow instructions given by the emergency services or local authority supported by information included in this plan.

### Go in, stay in, tune in

People who believe they may possibly be affected by the incident should follow the standard advice

**Go in** - find a safe place of shelter

**Stay in** - until told what to do next; and

**Tune in** - check local radio, tv and social media for info and advice.



@ HBC Prepared  
@ NYorks Prepared  
@ York Prepared



### Sources of additional information. Local radio stations are:

  

### Emergency checklist

- Call emergency services if required
- Tune into radio for additional information
- Contact householders (see section 1)
- Do children need picking up (see Section B2)
- Do you need to activate alternate accommodations (Section B3)
- If evacuating collect grab bag
- Have you checked on neighbours who need assistance (see section B4)