



LEWINSVILLE MONTESSORI

Emergencies and Disasters Requiring Sheltering in Place

Lewinsville Montessori School will provide for the safety of each child at the center in the event of emergencies and/or disasters requiring keeping the children inside the building

Steps for Power (or Water) Outage

1. Remain calm
2. During an electrical outage, if the weather is nice, teachers may choose to take the children outdoors to play
3. If the weather is too hot, too cold, or otherwise inclement, keep the children indoors.
4. Office personnel and/or the School Director will check on the reason for the power or water outage and let the staff know an approximate time frame for the return of service.
5. The School Director will make decision based upon the estimated time frame for the return of service whether or not it is a health or safety risk to keep the children at the school, and, therefore, whether the school should be closed until essential services are reinstated.

Steps for Tornado Watches and Warnings

1. Remain calm.
2. In the event of the tornado warning, children shall be kept indoors and away from windows.
3. If the warning or watch does not involve an immediate danger, then parents will be allowed to pick up their children.
4. In the event the weather service issues an alert that a tornado has been cited in the area, children will be moved to a safe area:
 - a) Room 104, 106, and 108 (Casa, Children's House & Nido III) will proceed to the hallway. A teacher in each class will open the classroom windows and prop open the outside door in classroom 108 "Nido III". A working flashlight will be kept in each classroom at all times and checked regularly. Teachers will take sign-in sheets and flashlights with them to the hallway and promptly call roll with staff answering for non-verbal children.
 - b) Rooms 102 and 110 (Nido I & II) staff will place all infants in the evacuation cribs and push them to the hallway where the crib wheels will be either locked or removed. A teacher in each class will open the classroom windows and prop open the outside doors. A working flashlight will be kept in each classroom at all times and checked regularly. Teachers will take sign-in sheets and flashlight with them to the hallway and promptly call roll with staff answering for non-verbal children.
 - c) The School Director or teacher from classroom 102, Nido II, in the absence of the School Director, will bring the first aid kit to the hallway.
5. Reassure the children.
6. The School Director will monitor the progress of the tornado and warnings on a battery powered radio.
7. Teachers will remain with the children in the hallway until the School Director or appropriate emergency personnel signal that is safe to return to the classrooms.

Steps for Hurricane

Same as tornado except teachers should **not** open windows or prop open doors.