PLANNING

Start with your household

Plan around the people, places, and needs that are real today.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

MAKE A HOUSEHOLD SNAPSHOT

List everyone who may need the plan, including children, visitors, pets, and people who need assistance. Note where each person usually is during daytime and overnight.

- ☐ Names and preferred contact methods
- ☐ School, work, care, and regular travel locations
- ☐ Mobility, medication, language, or communication needs

EXAMPLE

Example: Maya works downtown, Eli is at Oak School, and Grandfather uses a walker; their plan includes an accessible pickup option.

PUT IT INTO PRACTICE

Who is included in our plan?

What need must be considered before an emergency happens?

General preparedness education only. Follow directions from local emergency authorities and seek qualified help for medical, accessibility, legal, or safety needs.

PLANNING

Know your local alerts

Use official information rather than rumors when conditions change.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

CHOOSE RELIABLE CHANNELS

Identify the local emergency management agency, weather service, school district, and building management channels that apply to your household. Turn on alerts that you can receive and understand.

- [ ] Save official websites and phone numbers
- [ ] Enable government emergency alerts where available
- [ ] Decide who checks updates if power or internet is limited

EXAMPLE

Example: One adult receives county text alerts while another keeps a battery radio with local station information.

PUT IT INTO PRACTICE

Which official sources cover our address?

How will we get updates if our usual phone service fails?

PLANNING

Create a contact card

A short, shared list is easier to use under stress.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

SET COMMUNICATION ROLES

Write key contacts on paper and store a copy with each household member. Choose an out-of-area contact who can receive check-ins if local networks are overloaded.

- [ ] Primary and backup household contacts
- [ ] Out-of-area contact and agreed check-in message
- [ ] School, care provider, and veterinarian numbers

EXAMPLE

Example: ·Safe at library, heading to Aunt Rosa·s· tells the out-of-area contact status and destination without a long call.

PUT IT INTO PRACTICE

Who is our out-of-area contact?

What exact message will we use to check in?

PLANNING

Plan places to meet

Choose options for different situations, not one perfect location.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

NAME THREE MEETING PLACES

Select a nearby spot for a sudden evacuation, a neighborhood location when home is unsafe, and an out-of-neighborhood place if travel is possible. Make sure everyone knows the names and routes.

- ☐ Near-home location that is easy to describe
- ☐ Neighborhood location away from immediate hazards
- ☐ Regional location with an address and contact

EXAMPLE

Example: Front mailbox for a fire exit, community library for neighborhood separation, and cousin·s apartment across town for wider evacuation.

PUT IT INTO PRACTICE

Can every household member describe each meeting place?

What route avoids a likely hazard or closed road?

PLANNING

Prepare to leave

A small, maintained kit supports a safer, calmer departure.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

BUILD A GO-BAG LIST

Store essentials in an easy-to-reach place and adapt quantities for your household. Include items required for health, communication, weather, and pets; review expiration dates regularly.

- [ ] Water, shelf-stable food, light, charger, and batteries
- [ ] Copies of key documents and emergency contacts
- [ ] Medication list, assistive items, pet supplies, and comfort items

EXAMPLE

Example: The family keeps labeled pouches for glasses, chargers, pet leash, and document copies beside the exit closet.

PUT IT INTO PRACTICE

What essential item would take too long to find?

What needs replacing before the next review?

PLANNING

Make home actions clear

Simple decisions reduce hesitation when time is short.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

WRITE SAFETY ACTIONS

Discuss actions for common local hazards using guidance from local authorities. Identify safe exits, utility information only if you are trained to use it, and a way to help neighbors without creating additional risk.

- [ ] Two ways out of sleeping areas where possible
- [ ] Fire extinguisher and alarm locations; test alarms as directed
- [ ] Avoid entering dangerous areas or returning before authorities say it is safe

EXAMPLE

Example: During a smoke alarm, everyone exits by the nearest safe route, meets at the mailbox, and calls emergency services from outside.

PUT IT INTO PRACTICE

What is the safest exit from each sleeping area?

Who needs help getting out safely?

PLANNING

Practice and update

A plan improves when it is rehearsed, checked, and shared.

HOUSEHOLD EMERGENCY PLAN WORKBOOK

RUN A SHORT DRILL

Practice one scenario at a time, then record what was confusing or missing. Update names, supplies, and meeting places after moves, school changes, health changes, or local guidance updates.

- [ ] Try a five-minute contact and meeting-place drill
- [ ] Let children practice age-appropriate roles
- [ ] Set a review date every six months

EXAMPLE

Example: After a drill, the household learns Eli does not know the library route, so they walk it together on Saturday.

PUT IT INTO PRACTICE

What did not work smoothly in our practice?

When is our next plan review?