



# Emergency Preparedness & Response Plan

*All Nestled Inn. FCC - Type A*

142 Township Road 158

Chesapeake, OH, 45619

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[www.AllNestledInnFCC.com](http://www.AllNestledInnFCC.com)

304.416.3387

Hours of Operation: 6a - 6p, by appointment, and nontraditional hours with approved schedule.

License Capacity: 12 children including  
4 infants (birth to 2)

In accordance with Ohio Administrative Code Rule 5101:2-13-16

Updated 5.2024





# This is our Emergency Preparedness & Response Plan

In accordance with Rule 5101:2-13-16 of the Ohio Administrative Code (OAC), this Emergency Preparedness & Response plan outlines how All Nestled Inn owner Stephanie Geneseo, and staff members will prepare for and respond to the following emergency situations:

All Nestled Inn FCC employs the use of Individualized Emergency Preparedness & Response Plans developed in cooperation with parents as to how they want the provider to care for their child in an emergency. Often parents consider an emergency to be an accident or injury and do not consider other factors that can be defined as an emergency in a childcare setting. The Emergency Preparedness & Response Plan is only a suggested call list in numerical order of who to call first in an emergency. This guide will go into more in depth understanding of what I will do to provide a healthy and safe early care environment. This Emergency Preparedness & Response Plan will serve as a guide to create awareness and a cohesive plan of action to support fostering best safety practices for the benefit of all who may be onsite in the childcare home during an emergency. I reserve the right to close my childcare home without notice in the event of unanticipated situations such as, but not limited to: power outages, water outage or disruption resulting in additional water testing and correction, widespread illness, home damages as a result of fire, flooding, natural disaster and or extreme weather conditions that cause the home based program deficit or loss. These closings will follow the guidance of professional and reasonable courtesy and are guided to provide direct safety to the children, families, and staff in our care. Please find information in order of topic addressed and our plans to provide best care for our children, families, and staff. In any event response, it is our hope to provide the best safety and care practices as we have the knowledge and abilities to do so. We will honor the rules of the Good Samaritan Law to the best of our training and abilities. We will not surpass the boundaries of our current education or training and will seek out additional care and first responders to assist with care and support for those in need.

# Weather Emergencies & Natural Disasters

(A) **Weather Emergencies & Natural Disasters:** including severe thunderstorms, tornado warnings, flash flooding, major snowfall, blizzards, ice storms, and or earthquakes:

In the event of a **major storm or tornado warning**, we will shelter in place in the hallway by the child bathroom, or in the infant room. These are the only areas of our home free of windows and doors and large objects. We will use a mattress or cots to quickly shield our bodies and have spare blankets and child coats and our First Aid kit available. After the storm, I will assess the damage to the home and check utilities.

I will treat any injuries to the best of my abilities and will seek immediate emergency services.

I will begin a parent communication plan and alert any community resources I may determine we need in our current situation to attend to our immediate needs. We will do our best, if able, to communicate during the storm of our whereabouts, your child's current safety and emotional state.

Please know that your child's safety is our priority. While tornados are not historically frequented to our area, as of the 2024 Spring season, our area has indeed seen a turn up of tornadic behavior.



**Floods** are one of the most common hazards in the United States, and Southern Ohio has a rich history of historical flooding events. Our home -based business is located in Union Township, on Plumley Poynter Road, just off Big Branch Road in Chesapeake, Ohio. Our yard, not home, is exposed to annual flooding issues. Our road is not used by local school buses during periods of flooding and limited access is often an issue for drivers when flooding is over flood wall capacities. On occasion, McKinney Creek produces a backwater and rapidly moving water flow in our creek. This causes annual flooding to back up as high as over 20 feet deep and prohibits us from using the lower portion of our field due to high rising water that can last up to a few weeks. We implore parents to use caution and park safely. When dropping off your child hold their hand to the entrance. The water is an easy distractor to childhood curiosity. Our goal is to provide safety first. If flooding becomes a hazard to the bridge entrance, parents will be notified to retrieve children for early dismissal.



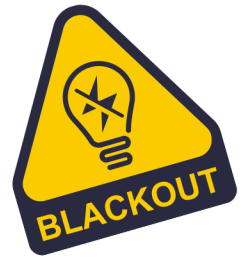
**Ice, Snow, Blizzard** conditions are very rare in our area over the last few years but have been known to occur with ferocity. In the event of an Ice Storm or Blizzard conditions, parents will be given reasonable warning to pick up children from childcare. If conditions become too dangerous for pickup children will shelter in place with us until a new plan of reunification action can be formulated with parents. Suggestions we will follow to prepare for a Winter Storm situation include:



### **Preparing our Home & Families**

Every effort will be made to provide a heated, safe, warm environment for the children and staff we care for. If the heating unit fails, power is not restored, the backup house generator fails, or our running water ceases, and/or other factors diminish our best efforts to stay open, parents will be contacted with alternate choices of care sites available or rescheduling care with us at a later date.

The following supplies and maintenance will be promoted for onsite support during the winter months: Rock Salt to melt ice on walkways, Sand or Kitty Litter to improve traction, Snow shovels to move large areas of snow and ice. We will maintain adequate heating fuel and backup fuel sources in the event of utility failures and know where and how to shut off valves to water and propane gas. Proper insulation and maintenance of our home windows, doors, and heating equipment maintenance will be done annually. Winterizing our home by cleaning gutters, making routine home repairs, and cutting away tree growth that could create a potential for damage are some of the ways we put safety first.



**Earthquakes** - This area of Ohio doesn't typically experience earthquakes on a large scale, but they do occur. So far this year, Southern Ohio has recorded one earthquake, including a 2.3 magnitude earthquake south of Gallia County in March of 2023. In the event of an earthquake we will seek shelter and duck and cover our heads with mattress in hallway. An *Insert Resource Sheet* is available and shared with parents and staff.



Know what to do before, during and after an earthquake.

Visit [www.ShakeOut.org/centralus/](http://www.ShakeOut.org/centralus/) for earthquake preparedness information and resources, and to register for the annual ShakeOut earthquake drills.

## Before an Earthquake

- Find out if your community is at risk of earthquakes. Contact your local emergency management agency, local Red Cross chapter, or the Ohio Department of Natural Resources Division of Geological Survey.
- Secure items that could fall or move and cause injuries or damage (such as bookshelves, mirrors, light fixtures, televisions, hot water tanks).
- Plan and practice how to Drop to the ground, Cover your head and neck with your arms, and if a safer sheltering object is nearby (desk, table) that you can get to, crawl to it and Hold On to maintain cover. To react quickly, you must practice emergency plans often.
- Make a disaster supplies kit. Store critical supplies (water, medication, first aid kit) and documents.
- Plan how you will communicate with family members by making a family emergency communication plan.

## During an Earthquake

*If inside when the shaking starts*

- Drop, Cover and Hold On. Move as little as possible.
- If you're in bed, stay there. Curl up and hold on. Protect your head with a pillow.
- Stay away from windows to avoid being injured by shattered glass
- Stay indoors until the shaking stops and you are sure it's safe to exit. If you must leave the building after the shaking stops, use stairs rather than an elevator, in case of aftershocks, power outages or other damage.

*If outside when the shaking starts*

- Find a clear spot and drop to the ground. Stay there until the shaking stops (away from buildings, power lines, trees, streetlights).
- If you're in a vehicle, pull over to a clear location and stop. Avoid bridges, overpasses and power lines, if possible. Stay inside the vehicle until the shaking stops.
- If a power line falls on your vehicle, do not get out. Call and wait for assistance.





## After an Earthquake

- When the shaking stops, look around. If there is a clear path to safety, leave the building.
- If you have a cell phone with you, use it to call or text for help.
- Once safe, monitor local news reports via radio, TV, social media and/or cell phone text alerts for emergency information and instructions.
- Check for injuries and provide assistance, if you've had training. Assist with rescues, if you can do so safely.

## Emergency Outdoor & Indoor Lockdown Or Evacuations due to Threats of Violence: including Active Shooters, Bioterrorism, or Terrorism

### **(B) Emergency outdoor and Indoor Lockdown or evacuations due to threats of violence: including active shooters, bioterrorism or terrorism:**

In the event of a parent and or child lock down response due to *threats of violence or by an active shooter*, we will seek immediate shelter for all children and staff and contact local authorities as to our current situation. All staff will take children to a safe room away from the immediate threat. Doors will be locked and barricaded. A call to 911 will be made and identify as much information about perpetrator and situation as is possible. Staff and children shall remain in the classroom/safe area, locking the classroom door, turning off the lights, and covering the windows. Staff shall encourage children to get under tables, behind cabinets, etc., and, if possible, engage in quiet time activities with the children until "all clear" is announced.

Parent or authorized representative shall be notified of a "lock down" situation at the center no later than at the time of the child's release on the date of the occurrence. An emergency code name will be sent to parents advising them for reunification plans to begin.

A parent letter will follow with a statement of activity and response outcomes. An incident / Injury form will be completed on a case by case need.



## Bioterrorism / Terrorism

Terrorism is the use of force or violence against persons or property in violation of the criminal laws of the United States for purposes of intimidation, coercion, or ransom. Acts of terrorism include threats, assassinations, kidnappings, hijackings, bomb scares, cyber - attacks, chemical, biological, nuclear, and radiological weapons created for human suffering. Sadly, this is a daily event in our human history. To address this issue hands on in our childcare home, we will begin by educating ourselves and being aware of our surroundings. We will have in place a HEPA Air filter and a replacement filter on site in our heating and air conditioning units to help air flow filter out to the return duct flow. We will take shelter in place precautions. We will know emergency exits and alternate routes to safety and reunification, know how to do without services we normally depend on. We will work to locate supplies such as batteries, blankets, first aid kits, masks, tarps, tape etc to create vapor barriers and seal off an area for fresh air intake and assist with wound care and comfort for anyone harmed during the event. We will seek out methods of communication to reach first responders and families to assist us. We will implore Christian faith and grace in every situation and provide the best care practices to the best of our abilities with compassion for all families. In the event of exposure to a biological agent we will remove and bag clothes and personal items. Follow official instructions for disposal of contaminated items. Wash with soap and water and put on clean clothes. Seek medical care when possible and quarantine until further instructions are offered. A parent letter will follow with a statement of activity and response outcomes. An incident / Injury form will be completed on a case by case need. All copies documenting our efforts will be sent to Lawrence County ODJFS as our call to response.



## Emergency or Disaster Evacuations due to Hazardous Materials & Spills, Gas Leaks, or Bomb Threats

### (C) Emergency or Disaster evacuations due to hazardous materials and spills, gas leaks, or bomb threats:

In the event of a hazardous materials spill we will first call 911, then seek shelter in place. We will remove any exposed clothing, wash with soap and water and put on clean clothes.

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We will move as far away from the spill as possible seeking a second location for safety as needed. We will seek disaster materials such as plastic drop cloths, scissors, tape, and close in an area for safety and quality air. We will message parents and create a reunification plan. In the event of a gas leak, we will turn off valves to our propane tank and go outside away from tank a safe location and contact Arrick's Propane of Ironton to service and assist us. In the event of an explosion due to gas we will seek a safe area and contact emergency assistance and families for reunification.

## Outbreaks, Epidemics, or Other Infectious Disease Emergencies

### (D) Outbreaks, epidemics, or other infectious disease emergencies:

Even before COVID-19, we at ANI FCC have taken illness very seriously. Now, our guards are up that much more. We ask that you be very mindful of your child's health prior to their arrival, as your child may not be accepted for care if he/she has any of the following symptoms:

- fever of 100 degrees or above
- contagious skin or eye irritation
- unexplained rash or sore
- discharge from eye, nose, or ears
- vomiting
- diarrhea, more than three (3) times in two (2) hours or four (4) times in a longer timespan
- cough lasting more than one (1) week without a doctor's note
- excessive crying, with the inability to be consoled
- any illness that keeps a child from participating in regular activity



If your child displays any of these symptoms while in our care, we will call you and your child will need to be picked up within one hour. Your child will need to be symptom and fever free for 24 hours before returning to ANI FCC (24hrs fever free without the use of fever reducing medication).

If at any time ANI FCC has reason to believe that your child has a communicable disease up to and including COVID-19, we can request that he/she be seen by a doctor and that a note be provided from the doctor stating that your child is not contagious, is not a confirmed case, is able to attend, and is able to participate in a group care facility. If your child has been diagnosed with a contagious illness, you will need to notify ANI FCC so we can notify other families. In addition, please note that ANI FCC will reference the state issued Communicable Disease chart to determine how to direct your child's and/or siblings attendance during illness.

In accordance with current CDC guidelines (3.2024), children 6 months and above are approved to receive a COVID vaccine while children 5 years and above are eligible to receive boosters.

We understand that times have certainly changed since Covid-19 has entered our lives; as have our responses to it. However, should your child receive a positive Covid-19 test, despite being immunized, please take 24 hours at minimum to rest and recover. We ask our children to not return to care, unless they have tested Covid-19 free, the symptoms are **truly** declining, they are able to keep a fever away for more than 24 hours without the use of medication, *and, if they are over the age of two, they will be expected to follow the following if applicable upon return if needed:*

- cover their cough
- wear a mask appropriately if needed due to the inability to cover cough or inability to keep hands from face

If your child is *exposed* via close contact, for example because you as the parent or guardian has tested positive, if your child has received the COVID-19 vaccination and/or is up to date on their eligible booster(s), no quarantine is necessary unless symptoms develop, however, testing is required at least 5 days after being exposed. If your child was exposed and is not up to date on COVID-19 vaccinations, quarantine at home for at least 5 days. A negative test is required to return to ANI FCC. If your child has not received the COVID-19 vaccination at all and has been exposed, they must automatically quarantine at home for at least 5 days and have proof of a negative test to be eligible to return to ANI FCC. *This provisional policy is subject to regular updates.*



**Other threatening situations that may pose a health or safety hazard to the children in the home: (Fire, crime, or acts of violence at a property nearby)**

**(F) Other threatening situations that may pose a health or safety hazard to the children in the home: (Fire, Crime, or acts of violence at a property nearby.**

In the event of Fire, our childcare home practices monthly fire drills and evacuation procedures in addition to providing a lesson plan each month on a topic of safety that includes fire safety, stranger danger, car safety, and bus safety among other topics of safety. A record of Fire Drills is updated monthly. Take home activities and resources are posted on our website, sent home in parent monthly folders, and special trainings are scheduled each year that include at least 3 opportunities for parent engagement including our family walk in the annual fire parade in October of each year. *In the event of issues outside of our property* that may influence directly the safety of our children and families, local authorities will be contacted, and a report filed and documented in our records.

## Part 2

2. In accordance with Rule 5101:2-13-16, OAC, the following procedures outline how providers, childcare staff members and employees will ensure that children are safely reunited with the parent/guardians during an emergency or disaster situation.

## Procedure for Evacuation or Shelter in Place

**(A) Procedures for evacuation or Shelter in place.**

Shelter in place means to find a safe location indoors and stay until given the all clear or are told to evacuate. *How will we care for and account for the children until they can be reunited with their family?* (See ANI Reunification Plan resource attachment) Each child has a file of contact information which includes Emergency Plan that states who is to be called and in what order in the event of an emergency, emergency card information for First responders, and a necklace to be worn during evacuations by each child and staff all located in child file folder. Child files are located at the entrance in the multicolored filing cabinet. Emergency contact information is located on the backside of every entry door to the home and inside 3 Of 3 First Aid Kits which are in the hallway of the home, the car trunk, and the front door entry way. In the event of evacuation, each child has a circular necklace attached with their emergency contact information. The Daily Attendance sheet is located on a clipboard at childcare entry way and includes an accurate detailed list of children and staff and is updated daily at drop off times and pickups to reflect current capacity in the home. This form goes with staff during emergency exits and children are counted as we leave the home to move to our secondary location and again when we arrive to ensure everyone is accounted for.

## (B) How do we assist children with Special needs, Infants and/or toddlers, or those with health conditions during disasters or emergencies?



Depending on the circumstances, obstacles, and timeliness of the situation proper planning and practice is essential to the success and safety of everyone in our care. Our EDUCARE staff practice safety scenarios and routine drills with the children monthly and parent information and education opportunities are scheduled to share trending information and parent engagement.

Our EDUCARE staff attend extended trainings in First Aid, CPR, AD use, and have gone on to take classes in Food Safety, Anaphylaxis training and more to identify triggers in children with allergies. We are always researching and seeking our best practice and opportunities to continue our learning on topics of health and safety in our childcare setting. To care for our infants, we have a capacity of up to 4 infants on any given day on site with a Staff ratio of 2 staff to up to 12 children. On most days we practice either a 2:9 ratio or a 3:12 ratio.

Our Infant room has evacuation cribs that are new, dated and compliant to providing a safe way to move and evacuate multiple infants in a hurry safely to a relocation site away from any dangers. Children, both infas, toddlers, and older alike with Special needs have a ODJFS form 01236 Child Medical Physical Care Plan and Individualized Health & Academic Plans in their file. In addition, we update Family Information forms annually and speak directly daily with our parents through daily face to face conversations, text messages, video conferencing, and written plans of action to best address current child needs.

## (C) Reunification with parents after an emergency:

*1. How will emergency contact information for the parents and provider be communicated and where will it be located?*

Each family has signed a release of information form to share openly a Roster of Student Information with immediate contact names, phone, email, and address information. This form includes contact information and emergency back up contacts for the provider and staff. In addition, each family has received a Reunification password known only to ANI FCC, the reunification sites, and the family, to utilize when picking up their child(ren) from a reunification site after an emergency.

Reunification site agreements have been secured at the following locations:

- 100 Township Road 158, Chesapeake, Ohio, 45619 - Residential Location of Ashley Wellman and Justin Geneseo, with fully enclosed basement where all the children can quickly report to. This location is two properties away from ANI FCC and remains accessible. This is the priority reunification site.
- 400 Bridge Way, Chesapeake, Ohio, 45619 - Chesapeake Union Exempt Volunteer Fire Department, located at the end of Big Branch road, this easily identified public spot offers 100% of the offerings needed to keep the children safe and secure until reunification is completed. This is the backup reunification site.
- 6306 Co Road 107, Proctorville, Ohio, 45669 - Kroger, this grocery store/pharmacy location is easily recognizable and within a short travel distance to most of our families enrolled. This is the emergency reunification site.

*2. Procedures for notifying and communicating with parents regarding the location of the children if evacuated:*

A Reunification form has been provided to parents at enrollment with specific information as to procedures to follow for reunification. The form lists secondary and third choice locations if an area is breeched and deemed unsafe. A special password is encrypted and given to parents to use in reunification pick up and each parent will sign they have been reunified with their child and marked SAFE.



3. Procedures for communicating with parents when no phone or internet service is available:

Parents are aware of reunification plans and locations and know to go and wait there. Informational packet provided at Enrollment and reviewed annually with contract.



**(D) Location of supplies and procedures for gathering necessary supplies for staff and children if they are required to shelter in place:**

All supplies are in Laundry room at Mudroom entry. Fire Extinguishers located in every room of house. Fire Alarms in every other room. CO2 alarm in Kitchen and daycare room. First Aid Kits in daycare room, kitchen entry way, and trunk of my car.



**(E) What are the procedures if a disaster occurs during the transport of children or when in a field trip or routine trip?**

ANI does not transport children for any reason - including emergency evacuations. ANI has obtained approval from each individual child's parent or guardian to obtain EMS transport when needed.

**(F) How will staff be trained in disaster procedures? How will staff duties be reassigned during disasters?**

Staff will participate monthly in drills and record keeping of Fire Drills, Tornado drills, severe weather with children. Staff will complete training in First Aid, CPR, AED, Anaphylaxis and Allergy Awareness, and Red Cross Disaster Planning courses every other year in compliance with childcare licensing requirements.

**(G) This plan will be updated annually as required by Rule 5101:2-13-16. OAC**

A form has been created to be dated and initialed that this Disaster Plan has been reviewed by both parents and staff and updated as needed. See Disaster Review Form ANI. (Attachment)

**(H) How will the provider, educare staff members or employees communicate with local emergency management officials during disasters?**

The Staff has a contact call list of Emergency Phone numbers for the following:

- Fire: Chesapeake Fire Department: (740) 867-5988
- Police: Lawrence County Sheriff's Department: (740) 532-3525
- Lawrence County EMS Director: Mike Boster (304) 634-0348
- RED CROSS: Disaster Services Huntington WV 1-800-733-2767

