

EMERGENCY MANAGEMENT

POLICY

It is the policy of Cook's School Day Care Inc to ensure the safety of the children, staff and parents in the event of emergency situations. Emergency management is the responsibility of all staff (includes volunteers, providers, and persons ordinarily resident in a home child care setting).

Cook's currently has the following emergency management policies and procedures:

- Fire & Emergency
- Health & Safety
- Medical Needs, including Anaphylaxis
- Safety & Security
- Serious Occurrences

PROCEDURE

All staff are expected to be familiar with and adhere to the procedures, responsibilities and duties associated with the emergency preparedness and response policies noted above, and any other new approved policies directed by any overarching Ministry, the County or the organization.

In the event of an emergency, parents are notified of the particulars at the earliest convenience using the following methods:

- In person, by phone, email.
- Posted notices in the building or as close to the building as possible if the emergency involves the structure.
- Posted notices on the website and Facebook pages.
- Local media, if a significant emergency affecting operations.

MODIFICATIONS TO THIS OR OTHER POLICIES

Any policy that does not respect and promote the dignity, independence, integration and equal opportunity of people with disabilities will be modified or removed. Our policies are maintained and updated regularly to reflect our practices, employees and best serve our customers.