





**Lillie’s Quest Camp**

[**www.5breads2Fish.org**](http://www.5breads2Fish.org)

EMERGENCY EVACUATION PLAN

**G.W..M.** **(Greater Works Outreach Ministry)**

May, 2020 Revision

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**INTRODUCTION**

Most disasters are natural disasters, the result of some force of nature, such as tornadoes, wildfires, hurricanes, and floods. Some natural disasters can be predicted, such as hurricanes and severe winter storms, while others, such as tornadoes and earthquakes, happen with little or no warning. Some disasters are the cause of human actions, intentional or unintentional. A disaster plan will help with safety, security, and comfort. Regardless of the type of disaster, there are things you can do to prepare.

Basic Safety Preparedness Training is a multiple day training that begins each May. It starts in May with a two-day training in CPR and First-Aide Training. There is a hands-on component involving a series of videos, written material, and assessments that must be completed before the start of Summer camp by the Middle of May.

This training is designed to prepare staff on how to handle certain circumstances with children in emergency situations.

Safety Posters are posted at each entrance and in each classroom area in case of emergencies. You can also find emergency telephone numbers posted in any Camp Director’s Office if for any reason information is lost.

**SAFETY EQUIPMENT**

# Product image for OrangeIn case of a power outage located by the Camp Director’s office is a satellite phone and charger that can be used if there is a power outage or if there is no cell phone service. SPOT X 2-Way Satellite Messenger with Bluetooth is an application that is available to all LQC & G.W.O.M. staff and parents.

* Camp employees are able to connect their smartphone via Bluetooth® through the SPOT X app to access their contacts and communicate with their contacts.
* Employees are able to Exchange messages with cell phones and email addresses from virtually anywhere in the world, even outside of cell range.
* SPOT X can also be used as a standalone communication device; it has its own dedicated U.S. mobile number 630-777-2188, so parents can message us directly at any time.
* The SPOT Account comes loaded with 14 predefined messages that are customize and sync to the SPOT X device.
  + HELP! Send the Fire truck we have a fire
  + HELP! Send the Fire truck we have someone trapped
  + HELP! Send the police shooter in the building
  + HELP! Send the police we have a violent child
  + HELP! Send the police we have a violent Adult
  + HELP! Send the ambulance we have a heart attack
  + HELP! Send the ambulance we have a child choking
  + HELP! Send the ambulance we have a someone bleeding
  + HELP! Send the ambulance & animal control we have a dog bite
  + HELP! Send the ambulance, police, & fire truck we have a bad car accident
  + HELP! Send the ambulance we have a severe allergic reaction
  + HELP! Send the ambulance & police we have someone seriously injured who we don’t know
  + HELP! Send Police someone is being assaulted
  + HELP! Send Police and ComED we have a power outage
* We are able to send an SOS to the 24/7 Search & Rescue center, message back and forth about the nature of our emergency and we can receive confirmation when help is on the way.
* LQC & G.W.O.M. can select from 2, 5, 10, 30- or 60-minutes tracking intervals to let parents and family follow our progress with SPOT's easy-to-use Google Maps interface.
* We can check in with the push of a button to quickly and easily let parents on our list know we're OK.
* We can link to our social media accounts (Facebook) to keep parents and family in the know wherever we go.
* Also, there is a built-in compass and programmable waypoints to help us navigate when traveling.
* Battery life is 240 hours and phone has a portable car charger

**WALKIE TALKIES**

Each staff is required to carry a walkie talkie and whistle at all times in case of an unexpected emergency and safety drills. Employees must test and check whistle and batteries at the beginning of each day before children are present at the camp-site, extra whistles, chargers and walkie talkies are located in the Camp Directors office.

# Motorola T460 - Two Way Radio

The **Motorola T460** two-way radio is an ultra-durable **waterproof radio.** The two-way radio provides up to **35 miles of range** in ideal conditions. With 22 + 8 repeater channels and 121 privacy codes. The waterproof radio is equipped with a headset jack connector. The radio floats when it fall into water.  
  
The radio also features Quiet Talk filter, 11 weather channels (7 NOAA) with alert feature, and hands-free iVox functionality. Other features includes LED flashlight, and **Push-to-Talk (PTT) power boost**.

**Acme Safety Whistle**

SOLAS approved safety whistle unaffected by immersion in water.

Staff must wear personal safety whistles at all time.



**The Storm Whistle**

The Storm All-Weather Safety Whistle is the loudest whistle on the market. These whistles are located at each exit door.

**Fire Extinguisher:**

There are a total of four fire extinguisher in the building. 1 at each exit and 1 featured on the opposite end of each level of the building. All fire Extinguishers are inspected yearly and tagged through RS Fire Inspections. Staff and children are required yearly training on how to use extinguisher by the Aurora and Chicago Fire Department. Youths are taken to the fire department and given tours and talks about fire safety. In the first week of camp emergency training is vital to children in case they are the only resource in putting out a fire.



* Rechargeable Fire Extinguisher – Class ABC, lb. - Smother wood, plastic, liquid, and electrical fires.
* Steel cylinder contains monoammonium phosphate dry chemical.



**Uline First Aid Kit - 250 Person**

Deluxe First Aid Kits contain a full assortment of products for treating common workplace injuries. Located at each both exits on the upper and lower level of the camp-site is a mounted first aid kit for any occasion. Kits are inspected every Friday by the Educational Director for the need of refill products. The inspection log and refill products are kept in the Camp Director’s office.

# FDA CE Certified Infrared No Contact Thermometer

Due to COVID-19 we have the ability to take people’s temperatures without touching them, this thermometer is **FDA** and CE Certified. Our Staff procedures are to keep a daily log of all parent’s and children’s temperature before children are allowed inside the building. Two readings are logged for the safety of other children and staff. We have added our COVID-19 policy below.

**COVID-19 Safety**

**Childcare Guideline for Lillie’s Quest Camp (LQC) & Greater Outreach Ministry (G.W.O.M.)**

Child care centers and family child care homes are considered an essential business and have the option to remain open and provide a needed service for essential personnel. All facilities that remain open must agree to follow the Interim Coronavirus Disease 2019 (COVID-19) Guidance for Child Care Settings and meet the additional operational expectations. Anyone showing signs of illness of any kind or who may have been exposed to COVID-19 should not be in the child care facility.

**Drop-off/Arrival Procedure:**

❑ Before arrival: parents must be alert for any symptoms of COVID-19 and to keep the child(ren) home if showing any signs of illness.

❑ If possible, the same parent or designated person should drop off and pick up the child every day. Avoid designating those considered at high risk such as elderly grandparents who are over 65 years of age.

❑ Parents will have staggering arrival and drop off times and/or plan to limit direct contact with parents as much as possible.

**CAMP ENTRY PROCEDURES**

❑ Hand hygiene stations will be set up at the entrance of the facility, so that staff, children and parents can clean their hands before they enter. Parents must wear mask at all times. We will provide hand sanitizer & sanitizing wipes with at least 60 percent alcohol. Staff will supervisor hand sanitizer for all children. We can prevent virus that causes COVID-19 from entering the building by sanitizing the entrance areas three times a day or when new individuals enter.

❑ A staff member will greet children outside as they arrive.

❑ Staff will take temperature of child(ren) and parent twice and log each reading.

❑ Children will wash hands at washing station with antibacterial soap.

❑ Children will remove shoes and outside clothing and place them inside a plastic bag to be

Sanitized. Clothing is kept in secured entrance hallway outside camp area from other children.

❑ Children will change into their sanitized camp shirt, shorts and socks.

❑ Children must wear a mask when entering camp area with other children until mouth is sanitized.

❑ Children will at this point be allowed to enter camp area and enter into the restroom to brush teeth and wash mouth with anti-bacteria mouth wash. Must hold mouth wash in mouth 30-60 seconds and hands will be sanitized again before leaving restroom. Only after the brushing of the child’s teeth and rinsing of mouth are children allowed to remove the mask which is also disinfected and put into their personally marked bag.

**HOW ARE FEVERS DETERMINED**

* + A Designate staff person will walk children into campsite, and at the end of the day, walk them back to their cars.
  + If your child has Symptoms of COVID-19 • fever\* • cough • shortness of breath While symptoms in children are similar to adults, children may have milder symptoms. Reported symptoms in children include cold-like symptoms, such as fever, runny nose, and cough. Sore throat, headache, vomiting and diarrhea are less commonly reported. Children who fall sick at the camp are separated from other children until their parents can pick them up. Children cannot return to camp until 14 days.

\*Fever is determined by a thermometer reading 100.4 or higher or by subjective signs such as flushed cheeks, fatigue, extreme fussiness, chills, shivering, sweating, achiness, headache, not eating or drinking.

❑ We will have Posted DCDEE door sign for child care facilities at all entrances to the facility. Signs are available in English and Spanish.

❑ Only children and staff are allowed in the building for daily operations and ratio inside the building and classrooms. Parents will not be allowed in the campsite area.

❑ Follow social distancing strategies.

❑ We will conduct a daily health screening on all **individuals not a part of the camp** who are entering the building. Unless it is an emergency no outside person is allow where staff and children are present.

o Take Temperatures

o Must wear a mask

o Must sanitize hands or wear rubber gloves

o Must enter in front of building on 2nd floor level away from camp-site

❑ Follow proper hand hygiene guidance for adults and children such as washing hands frequently with soap and water for at least 20 seconds (about as long as it takes to sing “Happy Birthday” twice).

In addition to usual handwashing, make sure to wash hands:

* upon arrival in classroom in the morning
* before and after eating meals and snacks
* after blowing noses, coughing, or sneezing or when in contact with body fluids
* after toileting or changing.

**What Else Is Expected of Parents**

Parents to help us with the spread of disease it is mandatory for you to provide cleaning supplies to keep our camp safe.

**Please Bring The Following:**

2 can Lysol Disinfecting Spray

1 Alcohol

1 soap - antibacterial

4 Mask for your child

2 Sets of new clothing (2 Shirts, 2 pair black socks, 2 pair shorts, 1 toothbrush & Large mouth wash) kept at camp – Camp will provide bag for clothing

1 Large Anti-Bacterial Mouth Wash with tooth brush and paste

**To keep the staff, children, and the community safe, please do not enter the building if:**

 You have tested positive for COVID-19

 You or anyone in your household have been tested for COVID-19

 You or anyone in your household think they could have COVID-19

…or if you or anyone in your household **(including children)** have these symptoms or have been in close contact with anyone with these symptoms:

 Fever

 Cough

 Shortness of breath

 Sore throat

 Diarrhea

**To protect yourself from exposure, do not enter the building if:**

You are high risk:

 Age 65 years or older

 Pregnant (It is not yet known if pregnant women are high risk but pregnant women should protect themselves from all infectious diseases.)

You have any of these health conditions:

 Chronic illness such as lung disease or moderate to severe asthma

 Heart disease

 Immunocompromised, including those undergoing cancer treatment

 Severe obesity

 Diabetes

 Renal failure

 Liver disease

**If you have any of these symptoms, contact a health professional.**

**To keep our facility, staff, children, and community safe, please do not enter the building if:**

 You have tested positive for COVID-19

 You or anyone in your household have been tested for COVID-19

 You or anyone in your household think they could have COVID-19

You or anyone in your household **(including children)** have these symptoms or have been in close contact with anyone with these symptoms:

 Fever

 Cough

 Shortness of breath

 Sore throat

 Diarrhea

**If you have any of these symptoms, contact a health professional.**

**Staff will conduct a daily health check on every child, every day and exclude if he/she:**

 Has a temperature above 100.4, cough, shortness of breath, sore throat, or diarrhea

 Is unable to participate in activities as normal

 Needs more care than staff can provide without compromising the health and safety of other children

**Staff will also check children upon entry and periodically throughout the day for:**

1. Changes in behavior or mood
2. Looking different from normal
3. Complaining of not feeling well
4. Pulling at ear(s)
5. Runny nose or eyes
6. Cough
7. Unusually warm skin
8. Eating or drinking more or less than usual
9. Vomiting
10. Having abnormal stools, diarrhea or unusual order
11. Not urinating
12. Being off balance or walking unevenly

If you have any additional concerns please contact the Camp Director at 630-777-1892.

**LOCK DOWNS**

**LOCK DOWNS IN GENERAL:**

The camp has supplies on the camp-site that will last for 7-10 days if unable to leave the building in natural disaster situations. If for any reason we must leave the building the camp will relocate at our open housing at 653 Iowa Avenue, Aurora, Illinois and 384 W. Illinois Aurora, Illinois approx. 2 miles from the camp site, and our church site at 161 N. Lincoln Highway in North Aurora Illinois approx.. 5 miles in distance. These locations are available to our program in cases of emergencies.

**IOC**

**Intruder Alert:**

**There will be two commands:**

1.      IOC meeting. An I-O-C meeting is called to alert Staff and leaders that a possible intruder is in the building and the known location of the intruder.

2.      Secure the building

Given the first command the following actions will be taken:

***Action 3*: I O C Meeting……**

**DESCRIPTION:**

1       Staff/Leader repeats announcement

2       To Obtain cooperation and silence from those in attendance

3       Obtain cooperation and silence from those in attendance

4       Complete a quick head count. as soon as possible.

5       Staff/Leader reviews emergency action chart while she awaits further instructions (Let no children out of the classroom, children in hallways are to go to nearest classroom. Doors should already be locked.

**WHEN USED:**

This ACTION is considered appropriate for, alerting the building of a Preliminary intruder alert.

***ACTION 4:  SECURE BUILDING***

**ANNOUNCEMENT:**

1       An announcement in person directly or over the public address system (walkie Talkie). Example: "Your attention please. (Pause) ACTION 4, SECURE BUILDING. (Pause) SECURE BUILDING. (Pause) SECURE BUILDING."

1       Staff should initiate this ACTION anytime they hear extremely violent behavior, i.e., shots, etc., outside in the hall near the playroom areas.

2       Use messengers with oral or written word as an alternate means of staff notification.

**DESCRIPTION:**

1       Staff members are to immediately lock doors and have children lie on the floor.

2       While children are getting on floor, close any shades and/or blinds if it appears safe to do so.

3       Staffs and children are to remain on the floor until a staff member they recognize assures them that it is safe to unlock doors.

4       This ACTION will not normally be preceded with any warning.

**WHEN USED:**

This ACTION is considered appropriate for, but not limited to, the following:

Extreme Violence

Gunfire

**Additional Information:**

Two signals

**IOC Meeting:**

**Intruder Alert (Lock Down)**

Goal: To maintain calm and order and not disrupt the classrooms any more than necessary. Children will not be alerted unless necessary.

**Intruder Alert: General Procedures**

1       Staff is to stop any stranger and inquire as to his/her business in the building.

1       Contact the office to be sure the visitor has registered. All authorized visitors must wear a visitor’s badge.

2       Police will be called when a person poses a threat to the safety of children or staff.

3       If an intruder is in the hall, call the office or escort the stranger to the office.

4       If an intruder is in the building, use the intercom to call the office for assistance. If danger exists, evacuate the children to a safe position away from the intruder.

**Signals:**

Level Yellow: Suspected  Intruder. Staff, we are sorry to interrupt. The IOC meeting in the \_\_\_\_\_\_\_\_.” (Fill in the location of the danger area.) Repeat announcement no less than three times.

Cancel signal: “The IOC meeting has been cancelled.”

Level Red: Intruder Identified.  Alert signal: “ACTION 4, SECURE BUILDING. (Pause) SECURE BUILDING. (Pause) SECURE BUILDING.

**Steps of Action:**

Give the signal and call Police.

1       Lock outside doors

2       Take children into protected classrooms.

3       Check restrooms and vacant rooms.

4       Lock classroom doors.

5       Move children away from doors and windows.

6       Staff will conduct an immediate head count and call into the main office using the SPOT X app system, the number of children present and accounted for.

**Personnel Roles:**

Camp Director:  Announce warning signal. If necessary, help evacuate children.

1       Camp Director will be responsible for checking all first-floor rooms and restrooms.

2       Educational Director will be responsible for checking all second-floor classrooms and restrooms.

3       Director of Special Events: Provide assistance to principal by handling telephones, monitor radio emergency broadcasts, assist with health emergencies as needed, acting as messengers, etc.

6       Educational Director: Examine buildings and plant for damage, provide damage control, keep principal informed of condition of school, assist as directed by the principal.

7       Everyone: Administer first aid. Supervise administration of first aid by those trained in it. Organize first aid and medical supplies.

8       Everyone: Lock room door. Stay calm. Stay with children and protect them.

9       Staff: Assist with evacuation, if needed. Call Police and start an immediate facility lock-down.

**Secure the Building:**

**Lock-down Procedures:**

1       The procedure will be initiated by a special announcement over the camp’s walkie talkie system. Depending upon Level YELLOW or Level RED The key words for YELLOW will be “the IOC meeting is in (location).” Level RED signal is “ACTION 4: SECURE BUILDING. Care should be taken to assure that children are not given information unless necessary.

2       Children outside should be directed by the staff to go inside the building to a safe room (see current locations as announced during staff meetings).

3       The Camp Director will call Educational Director to do an immediate lock-down of all exterior doors of the facility.

4       The Camp Director if not on grounds should be notified of such action as soon as possible.

# EARTHQUAKES

### Each year 12,000-14,000 earthquakes are reported; that's an average of 35 earthquakes a day. Forty-five states and U.S. territories are at moderate to high risk for earthquakes - these states are located in every region of the country.

###### **Safety basics:**

When earthquakes strike a populated region, they can cause extensive property damage. Buildings and bridges can collapse, and gas, water, electric and phone service can be disrupted. Earthquakes can also cause serious injuries and fatalities. Scientists cannot predict precisely when or where one will occur. It's important to know what to do before, during, and after an earthquake:

##### **Before The Earthquakes:**

**Identify the safe spots at our camp:**

* Under sturdy tables or desks
* In structurally sound or strongly supported doorways or hallway to our walk-out basement.
* In a small room or hallway

Never take cover near windows or heavy furniture that can tip over, such as bookcases and entertainment units. Avoid poorly supported doorways, such as those with metal frames.

##### **Have a plan:**

* Children can become separated from one another during an earthquake. Children are drilled to meet us in the upper section door entrance or in the hallway of our walkout basement. Walkie Talkies are positioned at each location and they can contact staff from those locations. Establish an out-of-area contact (such as a relative or family friend) who can coordinate family members' locations and information should you become separated. Staff and Children are drilled and know telephone numbers and addresses of their family, and know the emergency plans.
* First-Aid kits are located by each doorway and in the Camp Directors office

##### **During The Earthquakes:**

Stay Calm. The precautions you should take are determined by where you are when the earthquake begins.

* If inside, take cover using the drop, cover, and hold on technique. If you must move for safety, take only a few steps and stay there until the shaking stops.
* If outside, stay at least 10 feet away from any building from which window glass and other debris could fall. Move away from trees, streetlights, and power lines. Crouch down and cover your head.
* If in a vehicle, park in a location away from trees, wires, buildings, bridges and overpasses. Stay where you are, with your safety belt fastened, until the earthquake is over. Never stop under or on a bridge.
* If in a coastal area, move to high ground.
* If in a mountainous area, watch for and avoid falling rocks, broken roadbeds, landslides and falling debris.

##### **After The Earthquake:**

Earthquakes are dangerous, but the disasters they can trigger such as fires, floods, landslides, tsunamis (giant sea waves) and avalanches can be more devastating.

Expect aftershocks, smaller earthquakes that can occur after a major quake. Monitor radio news reports for updates and the latest emergency information. The risk of injury increases for those who go outside too soon. If we lose electricity, flashlights are located at each exit and in all classrooms at the staff’s desk area. Never use candles or use a cigarette lighter, because of the possibility of a gas leak and the danger of fire. When authorities say the event has ended, we will inspect our building for structural damage, gas leaks, and fire. We will report any problems to the appropriate authorities. LQC & G.W.O.M. staff will record any damage that has resulted from the quake and report to the landlord.

**TORNADO**

**SAFETY POSITION**

****

**The correct tornado safety position is like the one illustrated in the "Tornadoes: Nature's Most Violent Storms" brochure (ARC 5002). The child should be sitting/kneeling FACING the wall, with his/her hands over the back of his/her head and neck, tucked into a ball.**

At LQC & G.W.O.M. our building is at a great advantage than most buildings. We are positioned on a huge sloped hill, which means our buildings construction is all brick mostly built underground (with other offices surrounding our central area) which is a great defense against Thunderstorms & Tornados. When it says hide in the basement we are truly operating in a center walk-out basement 90% of our camp hours. Our drills are very simple in these emergencies. It is and ideal area for protections from Thunderstorms & Flash Floods.

**DRILL PROCEDURES:**

1. If we are operating in our walk-out basement. Move to the back of the wall away from the door and follow the proper position as indicated in the picture above. Keep away from all doors.
2. If we are operating in the top area of our building Staffs immediately blow your whistle move children quickly away for the glass doors and windows and direct children in a single line down the stairs to our walk-out basement area. The Staff’s biggest responsibility is to make sure children hold the handrail (so they don’t trip down stairs) as they move quickly down the stairs.
3. If we experience Flash Floods move to the upper level of our building which our advantage is we sit high upon a huge slopped hill. Staffs immediately blow your whistle move children quickly upstairs in a single line towards the upper area. The Staff’s biggest responsibility is to make sure children hold the handrail (so they don’t trip going up the stairs) as they move quickly up the stairs.

### **Thunderstorms + Their Offspring**

Thunderstorms affect relatively small areas when compared with hurricanes and winter storms. The typical thunderstorm is 15 miles in diameter and lasts an average of 30 minutes. Nearly 1,800 thunderstorms are occurring at any moment around the world. That's 16 million a year!

Despite their small size, all thunderstorms are dangerous. Every thunderstorm produces lightning, which kills more people each year than tornadoes. Heavy rain from thunderstorms can lead to flash flooding. Strong winds, hail, and tornadoes are also dangers associated with some thunderstorms.

Of the estimated 100,000 thunderstorms that occur each year in the United States, only about 10 percent are classified as severe.

Your National Weather Service considers a thunderstorm severe if it produces hail at least 3/4-inch in diameter, wind 58 mph or higher, or tornadoes.

### Take the time NOW to understand these dangers and learn basic safety rules!

**Flash Floods/Floods:**

* The number ONE thunderstorm killer...nearly 140 fatalities each year.
* Most flash flood deaths occur at night and when people become trapped in automobiles.

**Lightning:**

* Occurs with ALL thunderstorms.
* Averages 93 deaths and 300 injuries each year.
* Causes several hundred million dollars in damage to property and forests annually.

**Straight-line Winds:**

* Responsible for most thunderstorm wind damage.
* Winds can exceed 100 mph!
* One type of straight-line wind, the downburst, can cause damage equivalent to a strong tornado and can be extremely dangerous to aviation.
* During the summer in the western states, thunderstorms often produce little rain but very strong wind gusts and dust storms.

**Large Hail:**

* Causes nearly $1 billion in damage to property and crops annually.
* Costliest United States hailstorm: Denver, Colorado, July 11, 1990. Total damage was $625 million.

**Tornadoes:**

* Nature's most violent storms.
* Winds can exceed 200 mph.
* Result in an average of 80 deaths and 1,500 injuries each year.
* Most fatalities occur when people do not leave mobile homes and automobiles.

Thunderstorms are most likely to happen in the spring and summer months and during the afternoon and evening hours but can occur year-round and at all hours.

Along the Gulf Coast and across the southeastern and western states, most thunderstorms occur during the afternoon.  
Thunderstorms frequently occur in the late afternoon and at night in the Plains states.  
Thunder and lightning occasionally accompany snow or freezing rain.

### **What Makes A Thunderstorm:**

**Every Thunderstorm Needs:**

* **Moisture**- to form clouds and rain.
* **Unstable Air**- relatively warm air that can rise rapidly.
* **Lift** - fronts, sea breezes, and mountains are capable of lifting air to help form thunderstorms.

**Life Cycle of a Thunderstorm** **Developing Stage:**

* Towering cumulus cloud indicates rising air.
* Usually little if any rain during this stage.
* Lasts about 10 minutes.
* Occasional lightning during this stage.

**Mature Stage:**

* Most likely time for hail, heavy rain, frequent lightning, strong winds, and tornadoes.
* Storm occasionally has a black or dark green appearance.
* Lasts an average of 10 to 20 minutes but may last much longer in some storms.

**Dissipating Stage:**

* Rainfall decreases in intensity.
* Some thunderstorms produce a burst of strong winds during this stage.
* Lightning remains a danger during this stage.

### **Who's Most At Risk From Thunderstorms**

**From Lightning:**People who are: outdoors, especially under or near tall trees; in or on water; or on or near hilltops.

**From Flooding:**People who are in automobiles when flash flooding occurs near them.

**From Tornadoes:**People who are in mobile homes and automobiles.

### **Lightning Can Strike Anywhere:**

In recent years, sophisticated lightning detection equipment has monitored cloud-to-ground lightning strikes. The map at right shows which areas were **MOST** prone to lightning during one year.

### **Which way does lightning travel:**

A cloud-to-ground lightning strike begins as an invisible channel of electrically charged air moving from the cloud toward the ground. When one channel nears an object on the ground, a powerful surge of electricity from the ground moves upward to the cloud and produces the visible lightning strike!

### **Lightning Myths and Facts:**

**MYTH:** If it is not raining, then there is no danger from lightning.

**FACT:** Lightning often strikes outside of heavy rain and may occur as far as 10 miles away from any rainfall.  
  
**MYTH:** The rubber soles of shoes or rubber tires on a car will protect you from being struck by lightning.

**FACT:** Rubber-soled shoes and rubber tires provide NO protection from lightning. However, the steel frame of a hard-topped vehicle provides increased protection if you are not touching metal. Although you may be injured if lightning strikes your car, you are much safer inside a vehicle than outside.  
  
**MYTH:** People struck by lightning carry an electrical charge and should not be touched.

**FACT:** Lightning-strike victims carry no electrical charge and should be attended to immediately. Contact your local American Red Cross chapter for information on CPR and first aid classes.  
  
**MYTH:** "Heat lightning" occurs after very hot summer days and poses no threat.  
**FACT:** What is referred to as "heat lightning" is actually lightning from a thunderstorm too far away for thunder to be heard. However, the storm may be moving in your direction!

### **Environmental Clues:**

### When skies darken or thunderstorms are forecast, look & listen for

* Increasing wind.
* Flashes of lightning.
* Sound of thunder.

### **Thunderstorms + Lightning Safety**

### **What YOU Can Do!**

**Before the Storm...**

* Know the county or parish in which you live and the names of nearby major cities. Severe weather warnings are issued on a county or parish basis.
* Check the weather forecast before leaving for extended periods outdoors.
* Watch for signs of approaching storms.
* If a storm is approaching, keep a NOAA Weather Radio or AM/FM radio with you.
* Postpone outdoor activities if thunderstorms are imminent. This is your best way to avoid being caught in a dangerous situation.
* Check on those who have trouble taking shelter if severe weather threatens.

**When Thunderstorms Approach...**

* Remember: if you can hear thunder, you are close enough to the storm to be struck by lightning. Go to safe shelter immediately!
* Move to a sturdy building or car. Do not take shelter in small sheds, under isolated trees, or in convertible automobiles.
* If lightning is occurring and a sturdy shelter is not available, get inside a hard-top automobile and keep windows up.
* Get out of boats and away from water.
* Telephone lines and metal pipes can conduct electricity. Unplug appliances not necessary for obtaining weather information. Avoid using the telephone or any electrical appliances. Use phones ONLY in an emergency.
* Do not take a bath or shower.
* Turn off air conditioners. Power surges from lightning can overload the compressors.
* Get to higher ground if flash flooding or flooding is possible. Once flooding begins, abandon cars and climb to higher ground. Do not attempt to drive to safety. Note: Most flash flood deaths occur in automobiles.

**If Caught Outdoors and No Shelter Is Nearby...**

* Find a low spot away from trees, fences, and poles. Make sure the place you pick is not subject to flooding.
* If you are in the woods, take shelter under the shorter trees.
* If you feel your skin tingle or your hair stand on end, squat low to the ground on the balls of your feet. Place your hands on your knees with your head between them. Make yourself the smallest target possible, and minimize your contact with the ground.
* If you are boating or swimming, get to land and find shelter immediately!

### **Stay Informed About The Storm**

### by listening to NOAA Weather Radio, commercial radio, and television for the latest severe thunderstorm WATCHES and WARNINGS.

When conditions are favorable for severe weather to develop, a severe thunderstorm **WATCH**is issued.

Weather Service personnel use information from weather radar, satellite, lightning detection, spotters, and other sources to issue severe thunderstorm **WARNINGS** for areas where severe weather is imminent.

Severe thunderstorm warnings are passed to local radio and television stations and are broadcast over local NOAA Weather Radio stations serving the warned areas. These warnings are also relayed to local emergency management and public safety officials who can activate local warning systems to alert communities.

### **NOAA WEATHER RADIO IS THE BEST MEANS TO RECEIVE WARNINGS FROM NATIONAL WEATHER SERVICE – STAFF CAN TURN ON THEIR WALKIE TALKIE RADIO’S FEATURES 7 NOAA WEATHER STATIONS**

The National Weather Service continuously broadcasts updated weather warnings and forecasts that can be received by NOAA Weather Radios, which are sold in many stores. The average range is 40 miles, depending on topography. Your National Weather Service recommends purchasing a radio that has both a battery backup and a tone-alert feature that automatically alerts you when a watch or warning is issued.

### **What to Listen For...**

* **SEVERE THUNDERSTORM WATCH:** tells you when and where severe thunderstorms are more likely to occur. Watch the sky and stay tuned to know when warnings are issued. Watches are intended to heighten public awareness and should not be confused with warnings.
* **SEVERE THUNDERSTORM WARNING:**issued when severe weather has been reported by spotters or indicated by radar. Warnings indicate imminent danger to life and property to those in the path of the storm. Also listen for Tornado Watch or Warning and Flash Flood Watch or Warning.
* Also...listen for Tornado Watch or Warning and Flash Flood Watch or Warning.
* Static on your AM radio.

**To estimate the distance in miles between you and the lightning flash, count the seconds between the lightning and the thunder and divide by five.**

**ELECTRICAL SAFETY:**

The leading information and knowledge resource on fire, electrical and related hazards Safety Electrical Flipping a light switch. Plugging in a coffeemaker. Charging a laptop computer. These are second nature for most of us. Electricity makes our lives easier. However, we need to be cautious and keep safety in mind. Flipping a light switch. Plugging in a coffeemaker. Charging a laptop computer. These are second nature for most of us. Electricity makes our lives easier. However, we need to be cautious and keep safety in mind.

**ELECTRICAL SAFETY TIPS:**

• Have all electrical work done by a qualified electrician.

• Have the building inspected by a qualified private inspector or in accordance with local requirements.

• Only use one heat-producing appliance (such as a coffee maker, toaster, space heater, etc.) plugged into a receptacle outlet at a time.

• Major appliances (refrigerators, dryers, washers, stoves, air conditioners, microwave ovens, etc.) should be plugged directly into a wall receptacle outlet. Extension cords and plug strips should not be used.

• Arc-fault circuit interrupters (AFCIs) shut off electricity when a dangerous condition occurs.

• Use ground-fault circuit interrupters (GFCIs) to reduce the risk of shock. GFCIs shut off an electrical circuit when it becomes a shock hazard. All outdoor receptacles are GFCI protected.

• AFCIs and GFCIs are tested once a month according to the manufacturer’s recommendations. You do not need a flame to start a fire. Fires can start when heat builds up near things that burn. This can happen when a hot light bulb is near things that burn, such as cloth or paper, or a cord has been placed under a carpet.

• Check all electrical cords to make sure they are not running across doorways or under carpets or rugs. Extension cords are intended for temporary use. Will have a qualified electrician add more receptacle outlets so we don’t have to use extension cords.

• Use a light bulb with the right number of watts. There should be a sticker that indicates the right number of watts. Important Reminder will call a qualified electrician or our landlord if we have:

• Frequent problems with blowing fuses or tripping circuit breakers

• A tingling feeling when you touch an electrical appliance

• Discolored or warm wall outlets

• A burning or rubbery smell coming from an appliance

• Flickering or dimming lights

• Sparks from an outlet

**Scald Safety:**

• Staff will teach children that hot things can burn. Install anti-scald devices on tub faucets and shower heads.

• Staff must always supervise a child in or near a bathtub or shower.

• Staff must test the water at the faucet. It should be less than 100° Fahrenheit (38° Celsius).

• Before placing a child in the bath or getting in the bath yourself, test the water.

• Staff must test the water by moving your hand, wrist and forearm through the water. The water should feel warm, not hot, to the touch.

• Staff must place hot liquids and food in the center of a table or toward the back of a counter.

• Have a “kid-free zone” of at least 3 feet around the stove and areas where hot food or drink is prepared or carried.

• Open microwaved food slowly, away from the face of staff and children

• Staff must never hold a child while drinking a hot liquid, or carrying hot foods or liquids.

• Never heat a baby bottle in a microwave oven. Heat baby bottles in warm water from the faucet.

• Allow microwaved food to cool before eating.

• Choose prepackaged soups whose containers have a wide base or, to avoid the possibility of a spill, pour the soup into a traditional bowl after heating.

# FIRE DRILL PROCESS

### **Responding to the Fire Alarm:**

**Stay calm.** Do not panic when you hear the fire alarm. Also, it's important to stay quiet so you can hear any instructions.

* In fact, it's important to keep yourself and the children quiet and calm the whole time the fire drill is happening, not just when it starts.

**Treat the alert as if it were a real fire.** Though you and the children may think the fire alarm is just for practice, staff should always treat it as there actually is a fire. Staff and children have to practice the drill seriously to learn the proper procedure so that when a fire does happen, they won't panic.

* In fact, even if a drill is scheduled, something could have happened to cause a real emergency. Always treat the drill as if it were the real thing.
* **Staff, Stop what you're doing.** When you hear the alarm, you must stop anything you are doing at the time. Don't take time to finish a sentence on your paper or send an email. Don't take time to gather your things. Respond to the alarm immediately. Blow your whistle and instruct children to do the following:

**Start moving out of the building.** Staff point children where the nearest exit is. Leave the room you are in going in that direction.

* Try to be as orderly as possible as you and the children leave the room. Line up to exit the room. Don't allow children to start running.
* If possible, know the route to the nearest fire exit before a fire drill happens.
* Under no circumstances should you ever use an elevator in an emergency evacuation.

**Close the door.** If you are the last person in a room, close the door behind you. Make sure it doesn't lock, however.

* When you close the door, it helps slow the fire because not as much oxygen can get in the room as quickly. It also blocks smoke and heat from entering other rooms as much.
* **Leave the lights on.** Do not turn the lights off as you exit the room. Leaving the lights on will help firefighters see better.

### **Making Your Way Through The Building:**

* **Move to the nearest exit.** Go along the prescribed route for evacuating the building. If you don't know where the nearest exit is, look for "Exit" signs as you move the children down the hallways. These signs are marked in red are lighted.
* **Check doors for heat.** When you're in a real fire, you must check doors for heat as you come up to them. Look for smoke coming under the door, and place your hand near the door to see if it is radiating heat. If you see neither of these signs, try lightly touching the door handle to see if it is hot. In a real fire, if you find any of these signs, you must lead children in another route.

**Take the stairs.** You should not use elevators during a fire drill. During a real fire, elevators are used by the firefighters to help fight the fire. Plus, elevators can be dangerous during a fire.

**Watch for "smoke" signs.** Doing the drill management will put up "smoke" signs in certain hallways to simulate what happens in a real fire. If you see a smoke sign, you need to find an alternative route out of the building.

* If that's the only way out, practice crawling low with the children. When there's smoke, getting down low can help you and the children see better.
* In addition, stairways are usually pressurized, meaning they will not be as smoky as other areas.

### **Leaving the Building:**

**Clear the sidewalks.** Make sure to leave the sidewalks clear for the firefighters to do their work. If there are too many people clumped on the sidewalks, firefighters cannot get through.

* Be sure to listen for people in authority giving directions. Staff direct everyone in the same area and keep children quiet.
* Staff make sure you take a roll call and account for all your children or your bosses will likely be looking to take a head count, so they will want to get everyone in the same area, which is why it's important to keep kids quiet.
* **Move to a safe distance.** If there really is a fire, the building could eventually collapse. Staff should move a safe distance away from the building. Generally, across the street is fine.
* **Wait for the all-clear.** Staff don't assume that because the fire alarm has stopped, you can re-enter the building. Wait until the firefighters or someone else in charge tells you it's fine to go back inside. Once you hear that, you can resume normal activities.

**RECOVERY AFTER AN EMERGENCY**

**What Is Recovery?**

The recovery phase refers to the actions taken from the time the emergency ends until the needs of staff, children, and families are met. It includes helping affected families resume their daily activities and helping all those affected copes with the aftermath of the emergency. Recovery can last for a few days, weeks, months, or even years.

**The goals of the recovery phase are to:**

* Rebuild your facility or home if necessary, and restore services as quickly as possible.
* Meet the needs (physical, health, emotional) of children, families, and staff.
* Provide a supportive and caring environment that brings normalcy back into children’s lives

**Reunification**

Safely returning children to their parents/guardians after an emergency begins to bring children and families back to normalcy. LQC & G.W.O.M. will text parents monthly to keep up-to-date emergency contact information for each child in our emergency kit. Our goal is to communicate with parents/guardians throughout the emergency, if possible. Our emergency equipment is designed for us to text and keep parents informed on the welfare of their child(ren) during emergencies. This communication may help the reunification process begin more quickly, as parents/guardians may be able to safely pick up their children sooner.

**Resources Are Available To Meet The Needs Of Children, Family And Staff?**

The aftermath of an emergency or disaster can be equally as devastating as the disaster or emergency itself. Communities may be so devastated that access to basic resources (such as, water, food, shelter, and clothing) may be limited. Families may also need to apply for disaster assistance or other assistance programs to help supplement any losses they have experienced. The following are resources that provide information about disaster assistance for families:

■ DisasterAssistance.gov, <http://www.disasterassistance.gov/>

■ Red Cross: Recovering After a Disaster or Emergency, <http://www.redcross.org/find-help/disasterrecovery>.

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**AFTERMATH:**

After all drills LQC & G.W.O.M. will evaluate how our emergency plans worked when responding to the emergency event. We will review all the steps in our emergency plan to determine how well it worked for children, parents, staff, and emergency personnel. LQC & G.W.O.M. will make any changes to the emergency plan based on information collected. We will also work with The Office of Head Start to help our Camp practice our plans, review for needed changes, and revise accordingly.

LQC & G.W.O.M. will practice our emergency plans (from impact to recovery) for all the disaster or emergency situations identified. We will connect with local governments in our area to practice community-wide drills, we will develop relationships with these entities to ensure that our program participates in the drills. All of our drills will involve children, parents, staff, volunteers, and other key stakeholders in the community in these practice simulations. All safety programs or revision made will be shared with staff, families, and other community partners.

Staff if you have questions regarding any of our training and safety procedure please give a call to the Camp Director Deachtra Dee Nurse at 630-777-1892.

**SAFETY NUMBERS**

In case a parent needs to contact their children, parents can call 630-777-1892 Camp.

Emergency numbers are posted by all exits and by the lunch area. In case of an emergency at the camp: Employees and parents are to call the following numbers:

1. 911 – Emergency Police Department
2. 630- Non-Emergency Police Department
3. EMS (ambulance) – 630-832-2000
4. Fire Department – 630-256-4000
5. Poison Control – 800-222-1222
6. Animal Control – 630-256-3630
7. Water Department – 630-256-3600
8. Electric Company – ComEd – 800-334-7661

**LQC & G.W.O.M. STAFF CONTACT**

Deachtra Dee Nurse – LQC – Lillie’s Quest Camp Director – Aurora Location

630-777-1892 – Cell

630-551-0911 – Home

[deachtranurse@att.net](mailto:deachtranurse@att.net) – e-mail

Londale McNeal – G.W.O.M. Camp Director – Chicago Location

Pastoral Care & Housing Director

312-970-6592

[Londale49@gmail.com](mailto:Londale49@gmail.com) – e-mail

Janice McNeal - G.W.O.M. Camp Director – Chicago Location

Pastoral Care & Housing Director

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David Lewis Educational – Educational Director

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Millivenia Stiff-Goodman – Programs & Events Director

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Richard Henry - Teen Ambassador & Community Director

815-828-5596 - cell

[henryowlc@aol.com](mailto:henryowlc@aol.com)

LILLIE’S QUEST CAMP & G.W.O.M.

**EMERGENCY EVACUATION PLAN SIGNATURE PAGE**

By signing this page, I affirm that I have read and agree to abide by the policies and procedures outlined in the Emergency Evacuation Plan Handbook.



Parent Signature Date

Student Signature Date

Print Student Name Grade

LILLIE’S QUEST CAMP

is sponsored by the following organization: