

# Household Emergency Plan

## If an emergency occurs – Initial Actions

### If an emergency occurs dial 999

Follow instructions given by the emergency services.

### Go in, Stay in, Tune in

If an emergency means it is not safe to go out the advice is usually to:

- Go in (go indoors and close all windows & doors)
- Stay in (stay indoors)
- Tune in (to local radio, TV or the internet where advice from emergency responders will be broadcast)

Of course there are going to be particular situations when you should not 'go in' for example if there is a fire, or you are advised differently by the emergency services or your own common sense.

## Staying put

In an emergency, you should remain in your home unless advised otherwise. As far as possible you should be prepared to look after yourselves. Consider preparing a 'Home Emergency Kit'.

### Home Emergency Kit

#### Food and water for at least three days

- Tinned or dried food
- Bottled water
- Tin opener
- Camping stove
- (Replace food & water every year)*

#### Other emergency items

- Radio (wind-up or battery)
- Torch (wind-up or battery)
- Batteries *(replace every 3 months)*
- First aid kit
- Insurance documents
- Anti-bacterial hand gel

## Emergency evacuation

In the event of an emergency that means you have to leave your home, leave as quickly and calmly as possible and follow the instructions of the emergency services.

If there is time to do so, a responsible adult should turn off electricity, gas and water supplies unplug appliances and lock all doors and windows.

- Electricity turned off
- Gas turned off
- Water turned off
- Windows & doors locked

Once evacuated you may be out of your house for a number of hours or even days. Consider what you might need in the next 12, 24 or 48 hours, e.g. items used for job. school. university. work etc.

## 'Grab Bag'

As well as a Home Emergency Kit, you may want to get prepared a 'Grab Bag' of useful items in case you need to evacuate.

- Home and car keys
- Mobile phone & charger
- Cash & bank cards
- Prescribed medication
- Hearing / sight aids
- Mobility aids
- Asthma & respiratory aids
- Toiletries
- Change of clothes
- Important documents
- First aid kit
- Supplies for babies

## Your household

Do you have smoke detectors fitted and regularly check them?

Are you in a flood risk area and signed up to the Environment Agency Flood Warning Service?

## Staying in touch & staying together

If you can't get home or contact each other a pre-arranged meeting point will be helpful. It would be useful if you could stay overnight at these places if you couldn't get home.

The meeting point may need to be away from home where access may have been restricted. Is there a friend or relative's you could use as a meeting place?

Pick two places, one local and one outside your area. Perhaps put the phone numbers in your mobile phone.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number \_\_\_\_\_

## Helping each other

Do you have any neighbours who may need your help or may be able to help you?

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

## Useful numbers and contacts

Contact	Number
Emergency Services	999
Glos Police (non-emergency)	101
NHS England (out of hours)	0300 421 0220
NHS Direct	111
District Council	
Local Community Emergency Plan contact	
Glos Highways	0845 514 514
Environment Agency (Floodline)	0345 988 1188
Environment Agency (Incident Hotline)	0800 80 70 60
National Grid (Gas leaks)	0800 111 999
Electricity Distributor	
Water/ Sewerage	
Insurance (Building)	
Insurance (Contents)	
Insurance (Car)	
GP Surgery	
<i>Other Useful numbers E.g. school, work,</i>	

## Keeping this information up to date

Date of this plan: \_\_\_\_\_

Date of next update: \_\_\_\_\_