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| --- | --- | --- | --- | --- | --- | --- |
| **D.E. Location** | **Name** | **Phone** | **Address** | **Media (email, twitter, ig, fb)** | **Web Site** |  |
| Morningside  Police Department | **Police Chief**  **Amos Damron** | **(301) 736-2300** | 6901 Ames St., Morningside, MD. 20746 | policechief@morningsidemd.gov | https://msa.maryland.gov/msa/mdmanual/37mun/morningside/html/m.html |  |
| Morningside EMS & Fire Department | **Fire Chief** Michael Poetker | **(301) 736-4342** | 6200 Suitland Rd., Morningside, MD 20746 | @morningsidevfd | *https://www.morningsidevfd27.com/* |  |
| Spaulding Public Library | **Manager**  Kimberly Knight | **‎(301) 817-0375** | 5811 Old Silver hill Rd., District Heights, MD 20747 | ‎*@PGCMLS* | https://ww1.pgcmls.info/website/branch/location/Spauldings |  |
| MedStar  Hospital |  | **(301) 868-8000** | *7503 Surratts Rd. Clinton, MD 20735* | https://twitter.com/*@MedStarSoMD* | https://www.medstarsouthernmaryland.org/ |
| Poison Control | Poison Center | **(800)**  **222-1222** | 868-8000 | [*www.poison.org*](http://www.poison.org/) | [*www.poison.org*](http://www.poison.org/) |  |
| Fire  Rescue | Operator | **(911)** |  |  |  |  |
| Electric Co. | Pepco | **1-(877)-737-2662** | 8300 Old Marlboro Pike, Forestville, MD 20772 | [*@PepcoConnect*](https://twitter.com/PepcoConnect) | https://www.pepco.com |  |
| Gas Co. | Washington Gas | **(703) 750-1000** | Gas Company  District Heights, MD | https://twitter.com/washingtongas | https://www.washingtongas.com/ |  |
| Water Co. | WSSC | **(301) 567-2578** | Oxon Hill, MD | https://twitter.com/WSSCWaterNews | https://www.wsscwater.com/home.html |  |

My World of Smiling Faces Childcare Center: Emergency Action Plan

**Evacuation:**

**In case of the need to evacuate our site, the following procedures will be as followed:**

**Evacuation:**

**In case of the need to evacuate our site, the following procedures will be as followed:**

|  |  |
| --- | --- |
| Evacuation  routes/exits: | • Children are cared for on the main level of the house only and are not  permitted on second level or in basement.  • Exits (all windows and doors are checked regularly to ensure opening):     o Living room: Front door and windows.     o Kitchen: Back doors and windows     o Playroom: Office doors and windows     o Bathroom: Window     o Back bedroom: Window |
| Evacuating  Infants/Toddlers: | • Children will be evacuated together using a portable play yard with wheels.  The site owns two portable play yards each of which remain placed near  each of the two exits (front and back doors).  • In case of the need to evacuate through the windows, children will be placed  out windows first, using any items available to place them on the ground. |
| Notification: | Once all children are safely evacuated:  • 911 will be called  • Parents will be notified of the evacuation |
| Emergency  Kits/Information: | • Emergency kits will be taken when possible.  • Each portable play yard will have an envelope attached to it with each child’s  emergency contact information. |
| Evacuation Sites: | • Neighborhood   1. MPD-6901 Ames St., Morningside, MD. – 301-736-2300 2. MFD-6200 Suitland Rd., Morningside, MD.  – 301-736-4342 3. Douglas Patterson Park- 6998 Marianne Dr. Morningside, Maryland 20746   • Out-of-neighborhood   1. Spaulding Library- 5811 Old Silver Hill Rd., District Heights, MD. 20747 2. MedStar Hospital- 7503 Surratts Rd., Clinton, MD. 20735   Contact: Shenna Wheeler |
| Transportation  to Evacuation Locations: | • Children will be pushed in portable play yards or strollers to the  neighborhood evacuation site and weather permitting to the elementary  school (.25 of a mile away).  • Children will be driven in a personal vehicle, with car seats, to the  Out of neighborhood site locations. |

My World of Smiling Faces Childcare Center: Emergency Action Plan

**Shelter-in-Place:**

In case of the need to stay put due to a tornado, earthquake, flash flood or notification from authorities, the following procedures will be followed:

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| **Location:** | Children will be taken to an interior room in the basement of the house. |
| **Emergency**  **Supplies:** | • Emergency kits with food (including formula), toys, and water are stored in the basement.  • A first aid it is stored in the basement.  • A battery-powered radio and NOAA radio is stored with the emergency supplies.  • Cell phone will be brought to the basement.  • Emergency contact sheets are kept with the supplies.  • Supplies for sealing the room are stored in the basement. |
| **Notification:** | • Parents/guardians will be notified once the immediate threat has passed. |

**Parent Reunification:**

In case of the need to evacuate or when parents/guardians are unable to get to children, the following procedures will be followed to reunite children with parents/guardians (or other contacts designated by parent/guardian) as soon as it is safe.

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| **Notification:** | • Parents/guardians are provided:     o Information on each evacuation site.     o Contact information for Shenna Wheeler, cell phone and home phone.  • Parent/guardian contact numbers are:     o Stored in Shenna Wheeler’s cell phone.     o Attached to portable play yards.     o Kept in emergency kits. |
| **Release:** | • Children will only be release to contacts listed on the child’s form with  proper identification. |