

Incident Command System for Child Care

Seattle Emergency Management
Child Care Health Program
Public Health – Seattle & King County

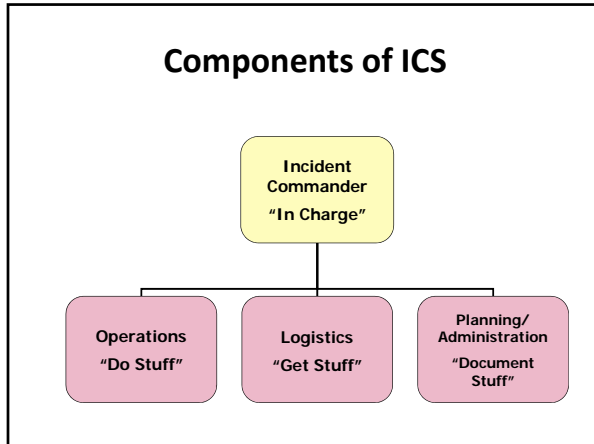


Objectives

- Understand the framework for the Incident Command System (ICS)
- Recognize and understand the various roles involved in Incident Command
- Be able to adapt Incident Command to fit any size child care program

Incident Command System

- Organizational Management Tool
- Task and personnel specific
 - Everyone involved in the response has one task to do and one supervisor*
- All decision makers in one place
- Manageable span of control (3-7)
- Uses common terminology



Incident Commander: "In Charge"

Person *in charge* of the incident
Responsible for all functions
of Incident Command
until delegated

Operations Chief: "Do Stuff"

First Response Activities

- Site/Facility Check & Security
- Search & Rescue
- First Aid
- Child Care
- Child Release

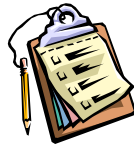
Logistics Chief:
"Get Stuff"

Provides supplies, equipment and personnel in support of the disaster response



Planning/Administration Chief
"Document Stuff"

Responsible for the collection, evaluation, documentation and use of information about the incident



Site/Facility Check & Security Team

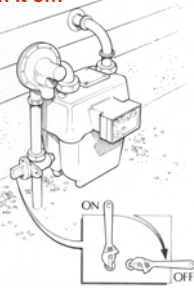
Protects the site and people present at the site from further damage or injury



Utility Control – Natural Gas

Don't automatically turn off your natural gas! Turn off your gas if there's a common sense reason to - if you smell or hear gas escaping, then turn it off.

- But if you do smell or hear gas: Locate the meter shut-off valve. It's usually the first fitting on the gas supply pipe coming out of the ground near your meter.
- Use a long-handled wrench to give the valve one-quarter turn in either direction so that the lever is crosswise to the pipe. Once the gas is off, leave it off. Contact Puget Sound Energy (or your local gas company) to inspect the system, check and relight appliances.

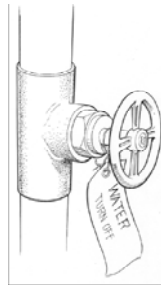


Utility Control - Water

It's OK to automatically turn off your water at your house. This may protect your house from contaminated water and keep the water within your house from draining out due to gravity.

Preparing to shut off water

- Locate the shut-off valve for the water line that enters your house. It may look like this:
- Make sure this valve can be completely shut off. Replace it if necessary.
- Label this valve with a tag for easy identification, and make sure all household members know where it is located.



Utility Control - Electricity

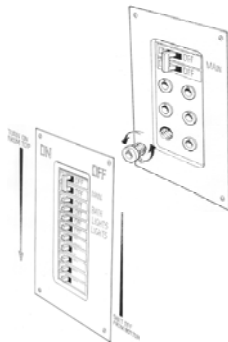
Electrical Shut Off

Electrical sparks have the potential of igniting natural gas if it is leaking. It is wise to teach all responsible household members where and how to shut off the electricity.

Preparing to shut off electricity

- Locate your electricity circuit box.
- Teach all responsible household members how to shut off the electricity to the entire house.

FOR YOUR SAFETY: Always shut off all the individual circuits before shutting off the main circuit breaker.



Search & Rescue Team

Responsible for recovering missing children, staff and volunteers



First Aid Team

Provides emergency medical response, first aid and counseling



Child Care Team

Ensures that the children are well cared for while other teams are carrying out their responsibilities



Child Release Team

Assure children and their families (parent/guardian or emergency contact) are reunited in a safe, and organized manner



Supplies & Equipment Team

Coordinates distribution of supplies to assure supplies are best utilized and last as long as needed



Staffing Team

Coordinates the assignment of personnel (staff, students, disaster volunteers)



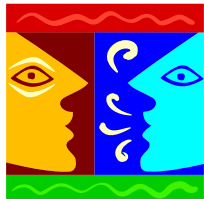
Documentation

Ensures that all necessary information is reported and forms are completed



Communications

Responsible for all internal and external communications



Applying ICS in a Child Care Setting

- All staff members must be assigned to a response team (50% of the staff are "first responders, 50% take care of the children who are "OK" after the disaster)
- Use your plan to drive the policies and procedures needed at your school
- Prioritize and make decisions based on life safety issues

Making Critical Decisions

Priority #1 Life Safety

- Child & Staff Accountability
 - Fire Suppression*
 - Utility Control*
 - Search & Rescue*
 - First Aid
 - Shelter
 - Family Reunion

* Staff/Rescuer Safety is Priority as Well

Making Critical Decisions

Priority #2 Property

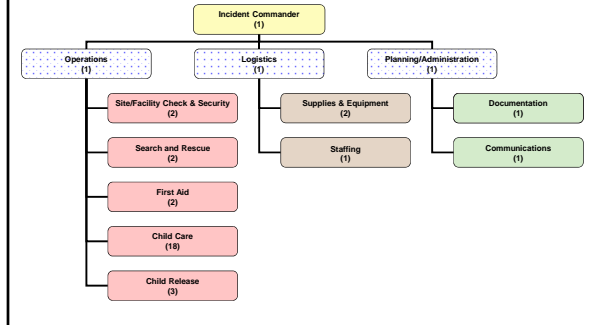
- Damage Assessment
- Mitigation of Hazards that Could Cause Additional Damage or Injury

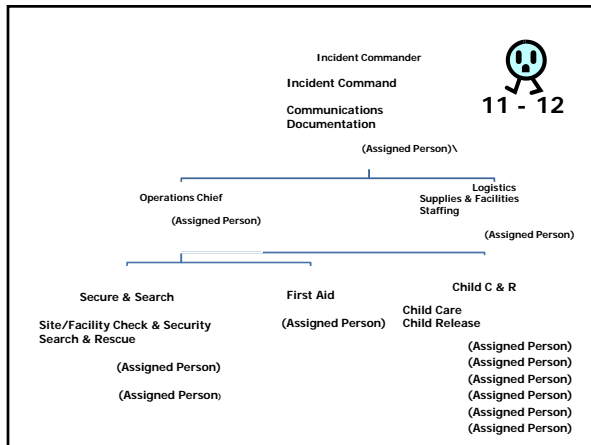
Making Critical Decisions

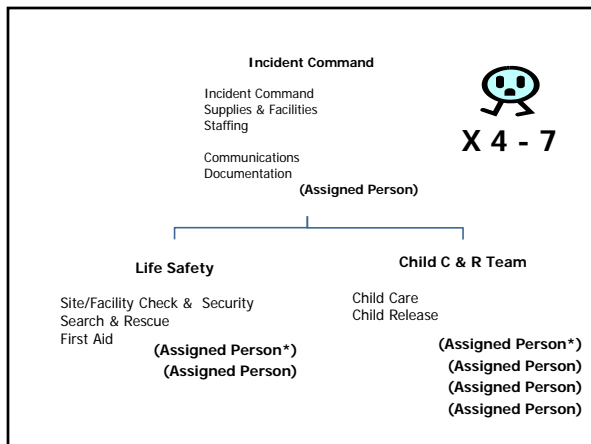
Priority #3 Recovery

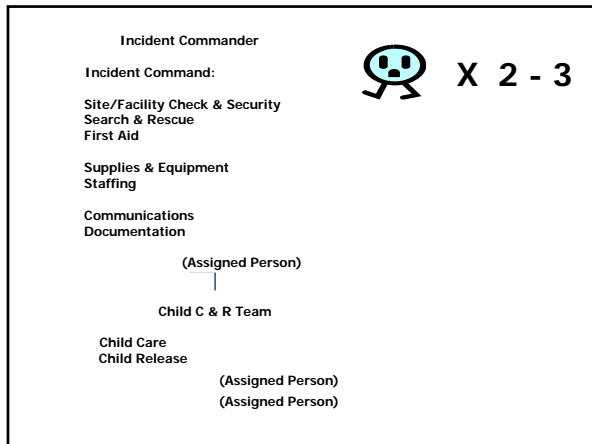
- Documentation of Damage
- Psychological and Emotional Recovery for Children and Staff
- Re-opening of Program as Soon as Possible

Incident Command System for Child Care Programs









- Critical First 30 minutes**
- Account for children and staff
 - Control Utilities
 - Gather information about damage
 - Team leaders meet with incident commander
 - I.C. prioritizes tasks and delegates responsibilities

- During Response....**
- Check in regularly with staff
 - Evaluate situation and make adjustments in response assignments and tasks as needed
 - Assure everyone gets breaks!
