



Facility Preparation Checklist for Child Care		
ECE programs can use this Facility Preparation Checklist to prepare for and reduce risk from weather-related and natural emergencies.		
Items	✓	Applies to ECE programs
NOAA Weather Radio		All
Landline and cell phone		
Emergency generator if possible		
Surge protectors		
Batteries		
Plywood boards to cover windows		Those at risk for hurricanes
Building and pipes insulated		Those at risk for severe cold weather
Rock salt, sand, and snow shovels		
Extra blankets and clothes		
Building	✓	Applies to ECE programs
Two exits identified from each room		All
<i>Windows used as egresses (exit) can open</i>		<i>FCCHs, some centers</i>
All evacuation routes are clear of clutter		All
Evacuation route is identified for evacuation cribs, stroller, wheelchair or other devices used to evacuate children and adults who are non-mobile		
Cribs, sleeping mats, and sitting areas away from hazards that can fall		
Heavy items and furniture secured to wall studs		
Heating, cooling, gas, and electrical systems checked regularly		
<i>Portable heaters at least 3 feet away from things that can burn</i>		<i>Those using portable heaters</i>
<i>Portable heaters only on when an adult is present</i>		
Elevated furnace, water heater, and electrical panel		Those at risk for flooding
<i>Basement sealed with waterproofing</i>		<i>Those with basements and at risk for flooding</i>
Annual fire inspection completed		All
Smoke detectors in working order		
Fire extinguishers in working order		
Sprinkling system to extinguish fire in working order		Those with sprinkling system
Carbon Monoxide (CM) detectors in working order		Those with CM detectors
Electrical outlets are not overloaded		All
Matches and lighters are out of children's reach		All
Outdoors	✓	Applies to ECE programs
Street address is easy to see from the street		All
Anchored equipment is properly installed		
Dead and rotting trees removed		
Bushes and trees are cut back as needed		
Safe meeting places	✓	Applies to ECE program
Safe meeting place outdoors		All
A safe room in the interior of the building		
Safe meeting places in each room		
Off-site evacuation locations: in the neighborhood, out-of-neighborhood, out-of-town		