

Emergency Procedures in Pre-School Settings - Survey Results

Summary

23 Pre-School Settings responded to the on-line survey.

On the basis of the data below, there are no immediate concerns regarding the ability of individual establishments to deal with an emergency except for lockdown scenarios where 4 responses indicate there are no lockdown procedures in place.

Two issues do arise however:

- The low response to this survey (23 of 140+ Private, voluntary or Independent providers of pre-school education).
- The number of providers who would be unable to continue to function in the event of loss of premises.

Does your setting have any of the following emergency arrangements in place?	Yes	No
Agreed emergency roles?	21	2
Are there at least two members of staff on site with access?	22	
Are there arrangements for evacuation of building?	23	
Are there off site evacuation arrangements?	21	2
Do you keep emergency contact details?	23	
Do you have an emergency grab pack?	19	3
Do you have lockdown procedures?	18	4
Do you have emergency closure arrangements?	23	
Are there procedures in place to deal with bomb threats or suspicious packages?	12	11
Are there post Incident support arrangements (for staff and children)?	10	12
Have you incorporated all of your emergency arrangements into an emergency plan?	10	12

Does your setting have any of the following business continuity arrangements in place?	Yes	No
Could your service continue if your premises were temporarily unavailable?	3	19
Could your service continue if many of your staff were temporarily unavailable for work?	15	8
Are your staff trained to take over each others roles if needed?	22	1
Would your key information be available when you need it?	17	6
Do you have arrangements with nearby organisations to help provide resources (other than premises)?	5	17
Do you have access to funds such as 'emergency' cash or Credit / purchasing card?	16	6
Are you resourced to cope with severe weather?	21	2
Have you incorporated all of your business continuity arrangements into a plan?	4	18
If your setting is accommodated on a school site, is it incorporated into the school's emergency arrangements?	11	6

Which of the following emergency closures procedures do you have in place?	
SOS	18
Parent Mail	7
Telephone Tree	8
Social Media	9
Other	9

Comments

Having read all the questions we will be putting certain procedures in place, and making a business continuity plan.
I have just set up an action plan to look at all our emergency procedures/policies and bring them all together.
Stompers have a number of procedures that cover aspects of the business continuity and so realise that it would be a good idea to create a business continuity procedure to cover all these areas under one.
The school and Pre school are working on a centralisation of the emergency procedures and business continuity (Spring 2014)
To date we have always been open even in bad weather as all of my staff are able to walk to work if they need to.
We are in the process of creating a disaster recovery plan
We have a number policies which cover emergency situations but don't have one policy covering everything. The questionnaire has highlighted the need for us to put together a plan for business continuity.