



## Parents: In Case of a Fire Alarm...

Forever Friends teaching staff has been trained to:

- 1) Gather children together and count according to attendance sheet.
- 2) Lead children out designated exit with one adult at the front and one at the back.
- 3) Proceed to the Safe Areas and recount children.
- 4) Record name of the adult that retrieves each child (child pick up is allowed at the Safe Areas ONLY)

How can parents help?

- ✓ Make certain your child is signed in every time you drop them off
- ✓ KNOW the two Safe Areas where children will be brought (see below)
- ✓ Do NOT attempt to get your child before exiting the church. This delays a safe exit for everyone. Instead, exit as instructed and then proceed to the children's Safe Areas.
- ✓ Pick up your child at the Safe Area and sign them out with the teacher.

Where are the Safe Areas to pick up your children?

**Safe Area #1 – Wisconsin Ave. parking lot – north of EUM's building**

**Safe Area #2 – Main St. apartment lawn – north of EUM's building**