



9270 Lapwing Court  
Columbia, MD 21045  
443-542-9414  
Registration # 151732

Dear Parents,

I want to assure you of my concern for the safety and welfare of the children in my family child care home. In light of recent world and local events, I have developed an emergency plan that will be put into place in case an emergency situation arises. Plans for emergency care are reviewed annually. The specific type of emergency will guide where and what special care will be provided.

- **Shelter at my home** – This plan would be put into place in case of a weather emergency or unsafe outside conditions or threats. In this plan, the children will be cared for indoors at my home and all the doors may be locked to restrict entry. Parents will be notified if they need to pick up their child before their regular time.
- **Evacuation to another site** – This plan would be put into place in the event that it is not safe for children to remain in my home. I have arranged for alternate sites for care. The choice of site will be determined by the specific emergency and where would be an appropriate place to go.
- **Method to contact parents** – in case of emergency, parents will be called. If we need to evacuate to another site, a note will be placed on my door to tell you where to pick up your child. Depending on the distance from my home, the children will either walk or be transported to the alternate site.
- **Emergency over/reuniting with children** – Parents will be called and reunited with their children as soon as possible after the emergency.

When you enrolled your child in my care, you completed a list of emergency contacts and persons who may pick up your child. It's very important to keep that list up-to-date in case an emergency occurs. Please see me if you want to review the emergency contact information that I have for your child/ren.

The purpose for sharing this information with you is not to cause you worry, but to reassure you that I am prepared to handle all types of emergencies in a way that will ensure the safety of your child (ren). In the event of an actual emergency, I will call you as soon as it is safe to do so. At that time you will be informed about what steps will be taken. If you have questions regarding this information, please share them with me.

Sincerely,

Rhonda D Watson  
Owner and Operator  
Of CLMLC

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_