



Emergency Supply Checklist for Schools

The following information includes items that should be stored on campus and used in the event of an emergency. It is important to discuss the necessity and purpose of such supplies with the school staff, faculty and administrators so everyone respects the contents and knows what the items may be needed for. It is our recommendation that each school put together a laminated emergency procedure instruction card that is stored in each classroom kit as well as clearly label all other storage containers and each one's contents.

Classroom Kits

The following items should remain in each classroom at all times:

- Emergency procedure instruction card
- Bucket
- Toilet Seat
- Toilet paper
- Tarp
- Duct Tape
- Rope to use as you lead children out of the class (have all hold on)
- Whistle – better for communication than yelling
- Scissors/Knife
- Backpack
- Dust Masks (enough for class)
- First Aid Kit
- Water bottle
- Work Gloves
- Goggles
- Medical gloves
- Flash light
- Crow Bar
- Hat
- Sunscreen
- School Shirt or Have all faculty keep same bright colored shirt in kit

*Items should be organized and stored in backpack and bucket.

School Emergency Supplies

The following items should be prepared checked and replaced, if necessary, every two years and stored in easy to access outdoor storage unit locations that are dry, covered and shaded. Bottled water canned and packaged foods, adhesive tape, bandages and batteries are generally the items that need to be replaced every 2 to 3 years.

First Aid Supplies

- Bandages/Medical Tape
- Antibiotic Cream
- Antiseptic
- Medical Scissors
- Eye wash
- Gloves
- Pain reliever/Fever reducer
- Antihistamine
- Ammonia Inhalants
- Cold Packs
- Wound Care Wash
- CPR masks
- Tweezers
- Magnifying Glass
- First Aid Instructions

Food & Water

*Enough for students and faculty for 3 days

- Distilled Bottled Water
- Energy Bars, Granola Bars
- Canned foods (Beans and Franks, Spaghetti O's, Fruit, Tuna, Vegetables, Soups)
- Dried Fruit (apricots, raisins, fruit leather)
- Trail Mix or Unsalted Nuts (take care for those with nut allergies)
- Dry Cereal
- Beef Jerky
- Canned Juice
- Sports Drink Mix in small packets
- Peanut Butter or Soy Butter
- Jelly
- Crackers
- Cookies
- Manual Can Opener
- Plastic Utensils and Paper Goods
- Pitchers and Cups for water
- Water purification tablets (halazone)

Necessities

- Tools

- Purell
- Batteries
- Flashlights
- Lanterns
- Matches
- Light Sticks
- Emergency Blankets
- Hard Hats
- Work Gloves
- Safety Goggles
- Dust Masks
- Tarps
- Ropes
- Duct Tape
- Radios
- Sunscreen
- Hats
- Ladder
- Water Pumps (for dispensing water out of bottles)
- Buckets
- Toilet Seats
- Toilet Paper
- Toilet Chemicals
- First Aid Supplies

Activity Supplies for Kids

- Playing Cards
- Crayons, paper, pencils
- Small games
- Mad Libs

For information and resources, please log on to www.teamsafe-t.org