

STEPS FOR EMERGENCY PREPAREDNESS

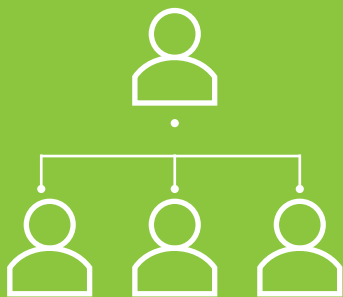
STEP ONE

Establish a school nutrition emergency preparedness team.

A school nutrition emergency preparedness team is designed to give guidance and assistance in the event of an emergency. This team will assist in the development, implementation, and evaluation of the plan.

CHAIN OF COMMAND

- Identify individuals who have the authority to activate the plan. This will provide unified procedures and less uncertainty during the emergency.
- Provide a copy of the chain of command to school administrators and school foodservice personnel.



THE NUMBER OF TEAM MEMBERS MAY VARY

- Size of school nutrition operation
- Projected number of meals to be served
- Type of disruption
- Foodservice operation designation as a relief shelter



OF MEMBERS

Emergency Preparedness Team Members

Child Nutrition Central Office Staff

Director, Assistant Director, Secretary, Warehouse Coordinator

Child Nutrition Site Staff

Managers, Assistant Managers, School Nutrition Staff



The team may also include

School District Key Personnel

Superintendent, Assistant Superintendent, Principals, Assistant Principals, School Nurse, Emergency Preparedness Coordinator, Transportation Department, Business Manager, Maintenance Department

Key Community Members

Utilities Providers, Local Law Enforcement Agencies, Community Health Officials, Health Department, Vendors

