**Setting Name: \*\*\*\*\***

**Emergency Grab Bag**

**Location:**

*[Grab bag(s) may contain valuable equipment, or documents with sensitive information, so must be kept secure. Children should not be able to access the grab bag(s).]*

**Staff lead:**

*[For checking grab bag contents at regular intervals, sharing emergency plan with staff, collecting grab bag in an emergency… what is your procedure?*

* *Are there any items that aren’t included within the grab bag but should be?*
* *Are there any other items which need to be readily available to staff?*
* *If you have any questions about the plan, or suggestions for improving it, please contact staff lead – name above.]*

**Contents:**

*[Suggested, not an exhaustive list – consider what your setting needs… keep with the bag, share emergency plans with staff]*

* Emergency plan
* First aid kit
* Medication
* Copies of important documents in a waterproof bag *(Register, emergency contact details of parents, services, medical / send needs etc)*
* A battery torch with spare batteries or a wind up torch
* A battery radio with spare batteries or wind up radio
* Two way radios
* Whistle / Hailer
* Bottled water and some non-perishable emergency foods
* Childcare supplies or other special care items
* Notebook with pen and pencil / log book
* Toiletries and sanitary supplies
* Infant supplies
* Spare sets of keys (these may not be appropriate to store with the grab bags – location?)
* Mobile phone and charger
* Money
* Hi-vis jackets or tabards
* Some warm clothes or blankets
* Other items your setting will need?
* Any other items that might provide some comfort if you have to leave your setting in a hurry