

# Household Emergency Plan



**Many emergencies will affect essential services and possibly disrupt your ability to travel or communicate with each other. Get your family or household together and agree on a plan. Complete the following and keep safe should you need to use the information contained in it.**

**If you find yourself in the middle of an emergency, your common sense and instincts will usually tell you what to do. However, it is important to:**

- Make sure **999** has been called if people are injured or if there is a threat to life
- Not put yourself or others in danger
- Follow the advice of the emergency services
- Try to remain calm and think before acting, and try to reassure others
- Check for injuries - remember to attend to yourself before attempting to help others

**If you are not involved in an accident but are close by or believe you may be in danger, in most cases the advice is:**

**GO IN, STAY IN, TUNE IN**

## **Prepare NOW!**

**To prepare for an emergency you should take time NOW to:**

- Make a fire action plan so that everyone in your home knows how to escape if there is a fire
- Fit smoke alarms on each level in your home. Keep them free from dust and test them once a week
- Prepare an emergency box
- Know where and how to turn water, gas and electricity supplies in your home
- Familiarise yourself with the emergency procedures for your children at school
- Familiarise yourself with the emergency procedures at your workplace
- Agree how your family will stay in contact in the event of an emergency
- Find out if you have any elderly or vulnerable neighbours that may need your help in an emergency
- Find out how to tune into your local radio station
- Know the contact details for your insurance company
- Ensure your property has adequate flood defences
- Find out if you are in a Flood Risk Area. Check NOW by calling 0845 988 1188 or visiting [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk). If you are in a flood risk area you should sign-up to the free warning service offered by the Environment Agency. They will also be able to give you lots of useful information such as how to protect your property from a flood.

For information on how to prepare for an emergency visit your local emergency planning website at <http://www.heps.gov.uk>

### Contents of emergency box

A copy of this plan	Small first aid kit	Rubber gloves
Wet wipes and/or antibacterial hand gel	Battery radio/spare batteries	Notebook and pencil/pen
Toiletries, sanitary supplies	Household insurance policy details	
Pet vaccination certificate	Torch and spare batteries, *candles/matches	

(\*Treat lighted candles like you would any other flame - WITH CARE.)  
 Also, it is always useful to have some bottled water and ready-to-eat food (e.g. tinned food) in case you have to remain in your home for several days.

### Evacuation

**In certain very unlikely situations you may be asked to leave your home by the emergency services. If this happens, leave as quickly and calmly as possible. And if you have time:**

Turn off electricity, gas and water supplies	Unplug appliances
Take your emergency box	Take prescribed medication
Take your mobile phone and charger	Take cash and credit cards
Take some spare clothes	Lock all doors and windows

If you leave by car take bottled water and blankets and tune into your local radio for emergency advice and instructions.

Location of main gas valve, water stop-cock and master electrical supply switch

Gas	Water	Electricity
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#### Neighbours to the left

Name
Address
Telephone
Mobile

#### Neighbours to the right

Name
Address
Telephone
Mobile

### Important contacts - In an emergency dial 999

Anglian Water* (*Check water bill)	08457 145 145		
Community Emergency Team			
Doctor			
Environment Agency Floodline	0845 988 1188		
Gas leaks	0800 111 999		
Insurance company (Building)			
Insurance company (Contents)			
NHS Direct	0845 46 47		
North Lincolnshire Council (office hours)	01724 296296		
North Lincolnshire Council (out of hours)	01724 276444		
North Lincolnshire Homes repairs	0800 032 6363		
Police non-emergency number	0845 60 60 222		
Scunthorpe General Hospital	01724 282282		
School			
Severn Trent Water* (*Check water bill)	0800 783 4444		
Work			
YEDL	0800 375 675		
<b>Local Radio Stations</b>			
BBC Radio Humberside 95.9 FM			
Lincs FM 102.2 FM			
Viking FM 96.9 FM			