

**Little Folks School, Inc
3247 Q Street, NW
Washington, DC 20007**

LFS EMERGENCY PROCEDURE

In the event of a life-threatening emergency in the Washington Metropolitan area, the following procedures will be in place for the parents of Little Folks School children:

1. Please pick up your child immediately. Do not wait for telephone or email communication. Assume we may be unable to reach you.
2. If you are unable to personally pick up your child, you must send someone authorized to do so. *Designated individuals authorized to pick up your child are listed on the Registration Record form.*
3. If you are unable to arrange for an authorized pick-up, Little Folks staff will remain with the children in the building for two hours. *(This is based on the time it took to have all children picked up on September 11, 2001)*
4. *In the event that circumstances make staying in the building safer than sending children home, we will act accordingly.*

I have read, understand and agree to the Emergency Procedures stated above.

Child's Name: _____
Parent Signature: _____
Parent Name Printed: _____
Date: _____