



FAMILY COMMUNICATION PLAN



Make a Family Communication Plan

Your family may not be together when a storm disaster strikes. Plan how you will stay informed and contact one another. Review what you will do in different situations.

Discuss with your family and/or friends how to prepare for and respond to emergencies that are most likely to happen where you live, learn, work and play. Identify responsibilities for each member of your household and plan to work together as a team.

Learn how to use technology to be weather ready for storms. Go to www.TakeWinterByStorm.org for National Weather Service forecasts for your local area, weather information resources and to register for alert systems in your area.

Ask places your family frequents if they have site-specific emergency plans. Schools, childcare providers, workplaces and apartment buildings should have a plan, know who they will communicate with families during a crisis, and store adequate food, water and other basic supplies. Find out if they are prepared to “shelter-in-place” if need be, and where they plan to go if they must evacuate. Post this contact information on your Family Communication Plan and Emergency Contact Card.

Identify a safe out-of-neighborhood meeting place. During a storm related disaster, family members may not be in the same location. In case your neighborhood has been damaged in a storm related event, a safe out-of-neighborhood meeting place may be the best alternative. This place may also be the best place to meet in case family members get separated. Know the phone number and contact information of your family out-of-neighborhood meeting place.

Identify an out-of area contact. After a disaster, long distance phone lines may be more reliable than local lines. Ask a friend or relative who lives outside of Washington state to be your “family contact.” After a disaster, your family contact becomes a communication point to share information with all household members. Your plan depends on everyone knowing your contact’s phone number.

Complete the Family Communication Plan on the next page and post in places your family spends most of their time.

Complete the Emergency Contact Card and place in all preparedness kits, home communication center, automobile and at your place of work or school. You can find downloadable cards at TakeWinterByStorm.org.

Program all emergency contact numbers into all of your phones and keep a list with you because your personal address book on your phone may not be accessible. Tell your local emergency contact and out-of-area contact that you’ve listed them as emergency contacts. Make sure your out-of-neighborhood meeting place has a phone available for communication.

Use text messaging if network disruptions are causing phone calls not to go through. Wireless phones will not work if the electricity is out. Corded (also known as land line) phones are the most reliable.

Stay informed. Tune in to local media channels for important updates and directives. Go to TakeWinterByStorm.org for links on how to register for alert systems in your area.

Get your children involved in emergency preparedness. Go to TakeWinterByStorm.org for fun games and educational resources for children.



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Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

Out-of-Town Contact Name: _____

Telephone Number: _____

Email: _____

Neighborhood Meeting Place: _____

Telephone Number: _____

Regional Meeting Place: _____

Telephone Number: _____

Evacuation Location: _____

Telephone Number: _____

Fill out the following information for each family member and keep it up to date.

Name: _____

Social Security Number: _____

Date of Birth: _____

Important Medical Information: _____

Name: _____

Social Security Number: _____

Date of Birth: _____

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Important Medical Information: _____

Write down where your family spends the most time: work, school and other places you frequent. Schools, childcare providers, workplaces and apartment buildings should all have site-specific emergency plans that you and your family need to know about.

Work Location One

Address: _____

Phone Number: _____

Evacuation Location: _____

School Location One

Address: _____

Phone Number: _____

Evacuation Location: _____

Work Location Two

Address: _____

Phone Number: _____

Evacuation Location: _____

School Location Two

Address: _____

Phone Number: _____

Evacuation Location: _____

Other Place You Frequent

Address: _____

Phone Number: _____

Evacuation Location: _____

School Location Three

Address: _____

Phone Number: _____

Evacuation Location: _____

Important Information	Name	Telephone Number	Policy Number
Doctor(s)			
Other			
Pharmacist			
Medical Insurance			
Home Insurance			
Veterinarian/Kennel			