UP-DATE FOR EMERGENCY PROCEDURES AT ST. ELIZABETH SETON

FIRST AID KITS.
WHEN EVER THE FIFST AID KIT IS USED AN INCIDENT REPORT SHOULD BE FILLED OUT [THEY ARE IN THE KIT BOX]

UPPER LEVEL-----BRIDES ROOM
MAINTENANCE OFFICE
INFORMATION TABLE
SACRISTY
HEALTH MINISTRY OFFICE
ART AND ENVIRONMENT STORAGE AREA
LOWER LEVEL-----KITCHEN ABOVE ICE MACHINE
NURSERY
PRE SCHOOL
R E OFFICE

A. E. D.----{Automatic External Defibrillator] MOUNTED ON SOUTH EAST WALL.. ALARM WILL SOUND WHEN DOOR IS OPENED—WILL BEEP UNTIL RESET

WHEN THE FIRE ALARM SOUNDS, ASSUME IT IS THE REAL THING

Each Ministry will have specific functions and they will be orientated to them by their coordinator. THE NURSERY AND CHILDREN'S LITURGY OF THE WORD WILL EXIT THROUGH LOWER LEVEL TO 87TH STREET, MEET YOUR CHILD THERE!

FIRE EXTINGUISHERS—by elevators – 4 in worship space--mid level--LL doors.

911- CALLS == USE PAY PHONES==THEY GO DIRECTLY TO DISPATCH OF POLICE AND FIRE DEPTS---. NO ROAMING AND LOSS OF VALUABLE TIME

CHURCH BUILDING ADDRESS IS **1370 87TH STREET**
TELL THEM UPPER LEVEL [LISSON RD. ENTRANCE] OR LOWER LEVEL= = = 87TH ST. ENTRANCE---HAVE SOME ONE THERE TO WAVE THEM TO BLDG. ENTRANCE!!!!!!!!!!!!

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EXIT SIGNS---Main Doors :
There are 4 in the worship space
Mid landing can be used
Lower level---main doors , pre school hall, end of meeting room corridor.

WHEEL CHAIRS: There are two [2]
UPPER LEVEL= = ELEVATOR ALCOVE
LOWER LEVEL= = = LOCKED STORAGE ROOM
UNDER STAIRS—GET KEY FROM
PERSON ON DUTY

September 2007 K. Ross, Parish Nurse