

Ponds Valley Preschool
341 Ramapo Valley Rd.
Oakland, NJ 07436
201-337-5609

Emergency Information

Ponds has developed general operating guidelines and procedures for various emergency situations. This plan will be used along with good judgment, common sense, and the ability to adapt to critical situations. In order for our plans to work, we must have correct contact numbers for all students. Please make sure your cell numbers and emergency contact numbers are up to date. The safety of the children and staff is always our first priority.

- If an emergency occurs during preschool hours do not drive to school unless it is safe to do or until you have been notified to by the director.
- Parents will be contacted through emails from the parents committee (pondsparents@gmail.com) or by phone.

Shelter in Place

Evacuation is not always the safest option in the event of hazardous materials or certain other situations. Sheltering in place means staying inside our school until emergency officials give an "all clear" signal. The staff of Ponds has a shelter in place plan where all classes will gather together in one room. The children will be supervised and kept busy until you can safely rejoin them. Be assured that we have a sufficient supply of first aid kits, food/drink, flashlights etc. to take proper care of the children during this time. Parents will be notified by email or by phone.

Evacuation

In the event of an emergency that would cause our preschool to have to relocate, arrangements have been made to go to Valley Middle School. Valley is located at 71 Oak St, Oakland, just a short walk from Ponds. We would be relocated to their cafetorium, where we would be safe & sheltered. Parents will be notified to reunite with their children at Valley either by phone or through an email from the parents committee.

Lockdown

If there is ever a threat of violence or serious incident that could jeopardize the safety of students/staff there will be a lockdown. The staff will lock the doors, cover windows and place the children in a designated classroom. Parents will be notified by email or by phone. Once the area is declared safe, parents will be contacted and reunited with their children. Lockdown drills are practiced many times during the year.

We hope that knowing we have all these plans in place helps reassures you that your child is being well taken care of. If you have any further questions, please do not hesitate to contact the school.