

# Nelipots in Nature Emergency Procedures

## General Emergency Protocol (ALL Scenarios)

1. **Stay Calm & Assess** – Lead teacher assesses the situation and delegates tasks as needed.
  2. **Activate Whistle/Signal** – Blow the emergency whistle (3 short bursts) to alert staff and children to stop and gather.
  3. **Gather & Count** – Move to designated "**Safe Spot**" (established for each location). Do an immediate headcount and cross-check attendance list.
  4. **Assign Roles:**
    - o **Lead:** Handles the emergency directly or communicates with emergency services.
    - o **Assistant:** Keeps children safe and calm.
    - o **Float/Support:** Retrieves first aid or communicates with guardians.
  5. **Contact:**
    - o **Emergency Services** (if needed): Call 911
    - o **Parents/Guardians** (only after children are safe)
  6. **Document** – Complete an incident report within 24 hours.
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## 1. Injury or Illness

**Examples:** Sprained ankle, allergic reaction, vomiting, cuts, insect bites.

- Administer first aid (as trained).
- Use gloves for any blood or bodily fluids.
- If serious, call 911 with parent's permission.
- Keep the child calm and monitored in a shaded/rest area.
- Move other children away from injured or sick child.

**Practice Drill:** Show children how to sit still, take deep breaths, and stay with a buddy if someone gets hurt.

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## 2. Wildlife or Stray Animal Encounter

**Examples:** Snakes, coyotes, stray dogs, bees.

- Calmly and quietly gather children.
- Move slowly away from the animal's path.
- Do not run or make loud noises.
- Contact park rangers if needed.

**Practice Drill:** "Freeze like a statue" game, then "quietly walk away" together.

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### 3. Severe Weather

**Examples:** Thunderstorms, lightning, strong winds, extreme heat.

- Monitor weather apps frequently during class days.
- If thunder/lightning is heard/seen, shelter immediately in the nearest safe structure or return to vehicles.
- In heat, increase water breaks and limit strenuous activity.
- Cancel or reschedule in extreme weather with at least 24 hours notice.

**Practice Drill:** “Huddle and shelter” walk-through to nearest cover.

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### 4. Lost or Missing Child

- Call for child by name while others remain with assistants.
- Check common hiding spots or paths.
- Notify 911 with parent’s permission if child isn’t found within 5 minutes.
- At least three Board Members should stay in place with group; others search.
- Hay statue furthest from the group in the upper left corner of the field will be the safety spot if anyone gets lost.

**Practice Drill:** “Stay together” buddy walks and mock headcounts.

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### 5. Suspicious Person or Intruder

- Quietly move children to Safe Spot and keep them together.
- Avoid direct confrontation.
- Call 911 with a description of the person.
- Assign someone to escort children out of the area if needed.

**Practice Drill:** “Quiet like mice” game to safely regroup and exit.

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### 6. Fire Nearby

- Move children upwind and away from smoke/fire source.
- Call 911 immediately.
- Evacuate to a pre-determined safe location (Ecology Center) or vehicle.

**Practice Drill:** Walk evacuation route calmly as a group.

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## **7. Accident on Site (Vehicles)**

**Examples:** Parent backs up unexpectedly, vehicle accident near park.

- Keep children in a secure, marked boundary area.
  - Call 911 if injuries occur.
  - Keep children away from roads and driveways at all times.
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## **Supplies to Keep on Hand:**

- First Aid Kit
  - Emergency Contact Binder
  - Whistle
  - Emergency Blanket
  - Water & Snacks
  - Flashlight
  - Cell phone (charged)
  - EpiPen (if applicable)
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## **Monthly Safety Practice Schedule:**

- **Week 1:** Injury/First Aid Response
- **Week 2:** Missing Child & Wildlife Drill
- **Week 3:** Severe Weather Response
- **Week 4:** Intruder & Evacuation Walk

# Nelipots Safety & Nature Hero Guide

For Little Explorers at Nelipots in Nature

(Ages 3–8)

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## Our 3 Nature Safety Rules

1. **Stop and Listen** when you hear a whistle (or teacher’s call).
  2. **Go to the Safe Spot** with your buddy.
  3. **Stay with your grown-up** until everything is okay.
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## What to Do If...

### Someone Gets Hurt

**What you do:**



Stop playing



Go to a teacher



Say: “Someone needs help!”

**Play This Game:**



*First Aid Helpers* — Pretend to help a teddy bear or friend with a pretend boo-boo. Practice saying kind words like, "You’re okay," and “I’ll go get a grown-up!”

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### You See an Animal

**What you do:**



Freeze like a statue



Be quiet



Slowly walk away with your teacher

**Play This Game:**






*Freeze Like a Tree* — Pretend to be squirrels, then FREEZE when the teacher says “Snake!” See who can be the quietest!


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## The Weather Gets Scary

### What you do:

-  Follow the teacher to shelter
-  Use quiet voices
-  Stay close to your buddy




### Play This Game:

 *Thunder Huddle* — When the teacher says “thunder,” everyone holds hands and tiptoes to the pretend shelter.

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## Someone Gets Lost

### What you do:

-  Tell a teacher right away
-  Stay with your group
-  Call your buddy’s name if teacher says it’s okay

\*If you get lost, go to the safety spot (Hay Statue).




### Play This Game:

 *Buddy Finders* — Hide one stuffed animal, then work together with a buddy to find it calmly.


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## A Stranger Comes Near

### What you do:

-  Go to your teacher
-  Stay with the group
-  Stay quiet and wait for instructions


### Play This Game:


 *Quiet Like Mice* — Sneak to the Safe Spot without making a sound when the teacher says “Mouse Mode!”


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## There's Fire or Smoke


### What you do:

 Follow the teacher away from smoke

 Cover your mouth

 Go to the safe place (Ecology Center) or car

### Play This Game:

 *Wind Walkers* — Pretend the wind is blowing smoke and you have to walk together, covering your nose and mouth.