

# Developing a Household Emergency Plan



## Why should I prepare a Household Emergency Plan?

One of the most important things you can do to prepare for an emergency is to spend a few minutes putting together a Household Emergency Plan and making sure all your family know about it. Having a plan can help you deal quickly and effectively in a stressful situation. It doesn't need to be complicated, just ask yourself the question 'What if?' and then find the answers. Think about emergency friends, important contacts and how people would know your needs in an emergency. Follow the advice in this leaflet, develop a Household Emergency Plan and be better prepared.

## Emergency Friends

Why not identify an "Emergency Friend"? Someone you can trust who can help you in an emergency, perhaps a close neighbour and a friend who lives further away. Emergency Friends can help each other if one of their homes or members of family have been affected by an emergency. Some examples are:

- Swapping house keys. You never know when you might lock yourself out or your pet needs to be fed if you get stranded away from home.
- If you are suffering from an infectious disease, like flu, the NHS might ask you to send someone to collect your medication for you.
- Be an emergency point of contact for family members who may be separated in an emergency.
- Provide each other with a place to stay if you have been evacuated from your home or if it's been affected by a flood, fire or utility failure.
- Keep copies of important documents safe for each other

Make sure all your family know who your Emergency Friends are and make a note of them in the Household Emergency Plan. Have a chat with each other so that you know how you can be of help.



Know the risks, be informed, get prepared!

[www.norfolkprepared.gov.uk](http://www.norfolkprepared.gov.uk)



/NorfolkPrepared



# Developing a Household Emergency Plan

## Put together an Emergency Kit

During an emergency we may need to get by without power or water. If you had to evacuate your home, it would be useful to have some essential items to hand that would make life easier. The contents will vary according to your needs, but consider:

- A list of important contact details
- Copies of important documents (insurance details etc)



- First aid kit
- Torch and spare batteries/wind up torch
- Radio and spare batteries/wind up radio
- Details of prescription medication



- Spare pair of glasses or contact lenses
- Mobile phone charger
- Basic toiletries
- Pencil/pen and notepaper



A few more things that you might want to consider:

- Bottled water
- Spare keys to home and car
- Small amount of cash
- Dried or canned food (and a can opener)
- Prescription medications
- Supplies for babies or small children
- Pet's supplies



### Emergency Kit

Are You Prepared For An Emergency?  
Norfolk Prepared

[www.norfolkprepared.gov.uk](http://www.norfolkprepared.gov.uk)

## Be a good neighbour



In emergencies some of your neighbours may be more vulnerable than others, so get to know your neighbours now! For example, the elderly, very young or disabled are more vulnerable to extreme heat or cold. Helping your friends and neighbours is important and can save lives. Just checking that someone is well, maybe collecting a bit of shopping or having a chat may make the world of difference. Together we are stronger, so why not consider a community emergency plan? These can help co-ordinate activity during an emergency, such as checking on vulnerable neighbours - see our website for more information.



Know the risks, be informed, get prepared!

[www.norfolkprepared.gov.uk](http://www.norfolkprepared.gov.uk)



/NorfolkPrepared





# Household Emergency Plan



Where will we meet if we can't get into or stay in our home?

Who will collect children from school if we are unable to get there?

Neighbours we will check on

Emergency Friend who can collect medicine or supplies if needed

Where we can stay if we are evacuated?

Who would look after our pet if we were unable to?

Details of where we turn off:

**Electricity:**

**Water:**

**Gas:**



Know the risks, be informed, get prepared!

[www.norfolkprepared.gov.uk](http://www.norfolkprepared.gov.uk)



/NorfolkPrepared





# Household Emergency Plan



## Important contact details

Organisation	Contact Number	Notes/Ref. Number
Emergency Services	999	
Police (Non Emergency)	101	
NHS 111 (non emergency)	111	
Environment Agency Flood Line	0345 988 1188	
Norfolk County Council	0344 800 8020	
District Council		
Doctor		
Electricity Provider		
Power cuts (to report)	105	
Telephone Provider		
Gas Provider		
National Gas Emergency Number	0800 111 999	
Water Provider		
School / nursery		
Work		
Neighbour		
Insurance— House and content		
Insurance—Car		
Bank (non confidential information)		
ICE 1		
ICE 2		
Pet Buddy		



Know the risks, be informed, get prepared!

[www.norfolkprepared.gov.uk](http://www.norfolkprepared.gov.uk)



/NorfolkPrepared

