

Montroyal Emergency Preparedness Committee

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What are in the classroom emergency backpacks?

Please see file attached "Montroyal Elementary EP Checklist.docx" for a list of items contained in the backpacks. All classrooms, multipurpose room, gym, library, computer room, music room, LIT center, ELL room and LAC have a full complete backpack. Strong Start does not have a backpack. Items contained in the backpacks are based on guidance on pages 54-57 of the Emergency Management Planning Guide for Schools.

What is in the storage locker? Where is the storage locker located?

The storage locker is located at the Upper parking lot-it looks like some sort of electrical box. The locker also contains items identified in Emergency Management Planning Guide for Schools. Please see file attached "EmergencyOutdoorBinINVENTORYOct2016/xlsx". We have also attached 4 photos to show the contents of the container.

The process for replacing water and treats (bars and gummies) using money collected by school at the start of the year

The water and emergency bars are purchased from Braidner Supplies and are to be purchase and paid for by the school using the fees collected from each student at the beginning of the year. The school can only pay for water and emergency food (bars and treats) eg they can not purchase other emergency supplies such as blankets or storage containers.

These items are stored in the container located outside the school. The water is contained in a foil pouch which has the benefit of a long shelf life. Water and emergency bars must be replaced every 5 years. There are two batches of potable water-one with an expiry date of June 2018 and the second batch that expires in 2020. This allowed for staggered replacement of these supplies to soften the impact of this large expensive purchase. NOTE: We do not need to purchase water this school year as the first batch does not expire until June 2018 and therefore should be replaced at the beginning of September 2018 (2 years from now). The second batch of water will expire in 2020. The container also has water that has expired which is to be used for hand washing but not for consumption. It is clearly labelled "not for consumption".

The emergency bars will expire in June 2018 at an approximate cost of \$750. Again these should be replaced at the beginning of September 2018 (2 years from now). Each child is allocated 6 bars (1200 cal per day - each bar is 200 cal). Peanut free gummies, stored in backpacks, are purchased from Costco at the beginning of each school year. If the gummies are not used in the case of an emergency they are used as a treat at Sports Day. We allocate 4 packages per student. A notice was sent via the MPAC This Week advising parents to review the contents of the bars for allergies. We asked parents to send peanut free snacks if an allergen was identified and we received no emails and no bars from any parents.

Please see attached file "Emergency supplies needed 2016-10-14.xlsx" which contains the purchase plan for water, bars and gummies treats and a projection of the schools emergency preparedness reserve.

Use of the \$500 in the MPAC budget

All purchased have already been completed and receipts have been submitted to Scott for reimbursement. We believe it is critical to get the backpacks updated as soon as possible at the beginning of each school year as we have no way of knowing when an emergency may occur so every effort was made by our team to complete a review of all supplies at the beginning of the year. This year we replaced: expired first aid supplies, expired hand sanitizers, pens, pencils, sharpies, and we purchase extra emergency foil blankets and ponchos to ensure all backpacks could support a full classroom. We also updated the classlists and arranged for the teachers identification tags. We also ensured that all rooms where a class could potentially be in a lockout or shelter in place situation (gym, music etc) had gummy treats to ensure a class had snacks in that sort of emergency. We also added gummies to the LAC, LIT and ELL room for the same reason. Please see "BUD_Montroyal Emergency Preparedness_2016-10-14" for purchases for this school year..

Propose request for upgrade storage locker and required future supplies

The roof of the storage container is starting to collapse making it difficult to open and close the door. It is important to note that the container is still functional in the event of an emergency but is less than ideal. Its small space make it difficult to expand our emergency supplies as space is extremely limited.

Currently we have tarps and ropes to be set up by teachers in the event of an emergency. This is a necessity due in part to limited storage capacity in our bin. Some schools have pop up tents with side walls which would serve as a triage area for injured individuals. At minimum we recommend one tent (with walls) be acquired to ensure the injured can be treated in a dry and private facility. Pop up tents would also be necessary for the latrine area. Additionally, pop up tents are also used for students as it is very likely that adverse conditions will be present given our local weather. Foldable tables would also be necessary to set up a student release centre and command post. Please see attached emails for quotes for bins. We have requested a third quote and will forward upon receipt.

Supplies currently listed in the container inventory file or the backpack supply list can easily be purchase using the \$500 allocated to emergency preparedness by the MPAC. Any additional supplies such as the storage bin or pop up shelters must either be purchased by: 1) inclusion on the annual wish list 2) a special vote by the PAC 3) alternatively we suggest adding a line item to the cheque drive (I know we can not call it that anymore) but we could add a checkbox to the form that states" YES I would like to contribute \$10.00 to the purchase of an emergency preparedness storage container. Our past two cheque drives have had about a 49% participation rate with 107 families participating in 2014 and 113 participating in 2012. If the same number of families participate this will generate ~\$1100 which is not enough to purchase a container but it will go a long way to getting to a new container 4) We can have a donation basket at the emergency preparedness night. The MPAC executive will need to determine if this is a priority and select a funding option

Research if there any grants available that we can apply for to purchase a larger storage locker, and tents

We have sent an email to the Honorable Naomi Yamamoto Minister of State for Emergency Preparedness requesting assistance in securing resources for a new container.