

TECH ROOM Kitchen Lab IN CASE OF EMERGENCY

TAKE LEADERSHIP AND STAY CALM

ASSIGN 1 PERSON TO CALL THE OFFICE TO ALERT THEM OF AN EMERGENCY VIA PA SYSTEM OR PHONE IN KITCHEN AREA – IF REQUIRED, ASK THEM TO CALL 911, AND DEFINE THE PROBLEM (SUCH AS WOUND, CUT OR LACERATION, STROKE, SEIZURE, CHOKING, ALLERGIC REACTION,) GIVE THE OFFICE A CELLPHONE NUMBER ACTIVE IN THE ROOM.

ASK THE OFFICE TO CALL IN THE EMERGENCY RESPONSE TEAM. IF AN EPI-PEN IS REQUIRED, NOTIFY THE OFFICE TO SEND IT.

A BASIC FIRST AID KIT IS IN LOCATED ON THE WALL NEAR THE KITCHEN OFFICE WITH PLASTIC GLOVES AVAILABLE.

CONFIRM THAT 911 HAS BEEN CALLED AND WHETHER THEY NEED MORE INFORMATION. ADVISE THAT WE ARE IN THE KITCHEN AND CAN ACCESS OF MAIN PARKING LOT THROUGH RECEIVING DOORS

ASSIGN 1 PERSON IF REQUIRED TO ASSESS FOR AIRWAY AND BREATHING, THEN PULSE, THEN IF REQUIRED, CPR.

ASSIGN 1 PERSON TO GET ANOTHER TEACHER OR STAFF MEMBER TO HELP SUPERVISE THE ROOM.

ASSIGN 1 PERSON TO REMOVE ALL ADDITIONAL STUDENTS AND PEOPLE OUT OF THE ROOM IF SAFE TO DO SO. CONSIDER IF TRANSLATION IS REQUIRED FOR THE PERSON IN NEED. DETERMINE IF ELECTRICAL POWER SHOULD BE SHUT DOWN IN THE KITCHEN FOR SAFETY.

SAFELY FOLLOW ANY ADDITIONAL INSTRUCTIONS OF EMERGENCY RESPONDERS.