

TIJ TECH ROOM

IN CASE OF EMERGENCY TAKE LEADERSHIP AND STAY CALM

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

OUR ADDRESS IS 1 Danforth Ave., CLOSEST MAJOR INTERSECTION IS Broadview & Danforth. OUR PHONE NUMBER IS 416-393-9737.

ASSIGN 1 PERSON IF REQUIRED TO GET THE AED FROM (Main Lobby, Between the elevators).
ASSIGN 1 PERSON TO ASK THE OFFICE TO LOCATE A PERSON TRAINED AS A FIRST AID RESPONDER. IF AN EPI-PEN IS REQUIRED, NOTIFY THE OFFICE TO SEND IT.

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. A BASIC FIRST AID KIT IS IN THE ROOM (Large Red Bag Under Centre Prep Table, closest to the office)

CONFIRM THAT 911 HAS BEEN CALLED AND WHETHER THEY NEED MORE INFORMATION. ADVISE THAT WE ARE (In the Cafeteria. Second Floor. South End of the Building)

Have students immediately shut off all equipment and place utensils flat on the prep tables.

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 ROOM FOR SAFETY.

SAFELY FOLLOW ANY ADDITIONAL INSTRUCTIONS OF EMERGENCY RESPONDERS.