**Notebook Learning Center**

 **EMERGENCY/DISASTER PREPAREDNESS**

**PARENT INFORMATION FORM FOR REUNIFICATION**

This information is to be shared with parents and updated annually.

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| Name of Provider/Program | **Notebook Learning Center** |
| Program address | **3397 Burkland Blvd.****Shepherdsville KY, 40165** |
| Emergency/ Disaster contact at the child care program | **Dana Bixler** |
| Phone number of emergency/disaster contact | **502-955-6252** |
| Cell phone of emergency/disaster contact(Please do not call cell phone number during non-emergencies; it will not be turned on.) | **502-428-1397** |
| In the event the facility\home must be evacuated because of an emergency/disaster, the staff and children will leave the building and gather in the immediate area at | **3397 Burkland Blvd Lobby** |
| In the event the facility\home must be evacuated because of an emergency/disaster in the immediate area the children and staff will be transported by  | **Miller Transportation to Little Flock Baptist Church** |
| The address, phone number, and contactperson at the relocation site is | **5500 North Preston Highway****Shepherdsville, KY 40165****(502) 955-5577** **Rodney Alexander** |
| The address, phone number, and contact person of the alternate relocation site (#2) if the first relocation is not accessible, is | **Louisville Water Co.** **3396 Burkland Boulevard** **Shepherdsville, KY 40165****Customer Care Center (502) 583-6610** |
| If necessary, children will be transported to this health care facility | **Jewish Hospital Medical Center South** |
| Address, phone number, and position title of contact at health care facility | **1903 W Hebron LaneShepherdsville, KY 40165502-955-3000****Emergency Services (502) 587-4421** |

\* Please see your child care provider if you would like to review the complete emergency/disaster preparedness plan.