



EMERGENCY “GO-KITS” FOR K-12 SCHOOLS

READINESS AND EMERGENCY MANAGEMENT FOR SCHOOLS TECHNICAL ASSISTANCE CENTER

The Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center encourages schools to consider preparedness in the context of the five preparedness mission areas: protection, prevention, mitigation, response, and recovery. The mitigation phase involves developing policies and protocols for multiple hazards, establishing an Incident Command System (ICS), conducting training and exercises, and ensuring that necessary resources are available should an emergency require students and staff either to evacuate or to shelter in place.

One suggested activity for enhancing school preparedness is the creation of emergency supply kits — or emergency “go-kits.” The following are some aspects to consider when developing your kits:

Helpful Hints

- **Portability:** The go-kits should contain enough space to hold a stockpile of essential emergency supplies, but portable enough to be easily carried during an emergency. Examples of common containers include backpacks, duffel bags, or plastic bins.
- **Accessibility:** Go-kits should be stored in secure, readily accessible locations throughout the building so that they can be retrieved during an emergency.
- **Roles:** Administrators, teachers, and critical members of the school-based ICS team (e.g., nurses, custodians) may have a go-kit with supplies needed to carry out their assigned responsibilities.
- **Environment:** Schools should consider the specific characteristics of the school, such as its population, climate, facilities, and resources when building their go-kits.
- **Emergency Types:** Schools should include supplies for several different types of emergencies, including pandemics and technological and natural disasters.
- **Replenishment:** The school’s emergency plan should include procedures for designating which staff are responsible for replenishing the go-kits. All supplies should be well labeled and maintained.
- **Two Types:** Some schools find it beneficial to have two major types of go-kits: (1) for administrators and (2) for teachers in each individual classroom. Examples of items to be included in each type of kit are included in the next section.

Administration "Go-Kit" Supplies

- Batteries
- Blankets
- Breathing masks
- Can opener
- Clipboard with lists of
 - All students
 - Students with special needs and description of needs (i.e., medical issues, prescription medicines, dietary needs), marked confidential
 - School personnel
 - School emergency procedures
 - Key contact information for the district crisis team
- Duct tape
- Emergency communication device
- First aid kit with instructions
- Flashlight (battery- or solar-powered)
- Food
- Hand sanitizer and cleaning agents
- Hat or brightly colored vest for visibility and leadership identification
- Keys or other access devices
- Latex gloves
- Lighter
- Multipurpose tool, wrench or pliers, and knife
- Parent-student reunification plan
- Pens, pencils, or wax markers
- Plastic sheeting
- Portable toilets, makeshift toilets, or garbage bags
- Radio (battery- or solar-powered)
- Sanitary items (toilet paper and towelettes)
- Speaker or megaphone
- Surgical masks or face shields
- Utility turnoff procedures
- Walkie-talkies
- Water supply
- Waterproof matches and container
- Whistle
- Work gloves



Classroom “Go-Kit” Supplies

- Age-appropriate student activities (such as playing cards, checkers, inflatable ball, etc.)
- Batteries
- Blankets
- Breathing masks
- Bucket
- Can opener
- Clipboard with lists of
 - All classroom students
 - Students with special needs and description of needs (i.e., medical issues, prescription medicines, dietary needs), marked confidential
 - Classroom personnel
 - School emergency procedures
- Duct tape
- Emergency communication device
- First aid kit with instructions
- Flashlight (battery- or solar-powered)
- Food
- Hand sanitizer and cleaning agents
- Hard candies
- Hat or vest for teacher identification
- Keys or other access devices
- Latex gloves
- Pens and paper
- Plastic sheeting
- Radio (battery- or solar-powered)
- Sanitary items (toilet paper and towelettes)
- Surgical masks or face shields
- Water
- Whistle
- Work gloves



FOR MORE INFORMATION

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