

## My Child's Information

\_\_\_\_\_  
My Child's Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Room #

\_\_\_\_\_  
Teacher's Name

### Where will my child be?

- Pick-up during school hours (8:00am - 2:00 pm)
  - Students will be released from their classrooms.
- Pick-up after school hours
  - Students will be released from the cafeteria.

### Who can I call for information?

- Momilani Elementary School office at **453-6444**.
- Please be patient as phone lines may be busy!

## Be Prepared!

### Put together a family survival kit!

Be sure to include a two weeks supply (for every person in your household) of:

- Water
  - 2.5 gallons per person per day
  - Be sure to store it in clean plastic containers.
- Food
  - Non-perishable, ready-to-eat canned goods and soups
  - Canned drinks, milk, instant teas and coffees
- Medicines
  - First Aid Kit
  - Pain relievers
  - Extra prescription medications (be sure to ask your physician how to store medications!)
- Personal Items
  - Toilet paper, towels, soap, shampoo
  - Denture needs, contact lenses and extra glasses
- Other Items
  - Battery operated radio, flashlights, and extra batteries
  - Portable cooler
  - Paper goods
  - Sleep items (pillows, blankets)
  - One set of change of clothes
  - Tarp, duct tape, hammer and nails

Be sure to listen to the radio for updates and know where the nearest shelter is to your house!



## Emergency Closing of School

## Procedures and Information

### Momilani Elementary School

2130 Hookiekie Street  
Pearl City, Hawaii 96782

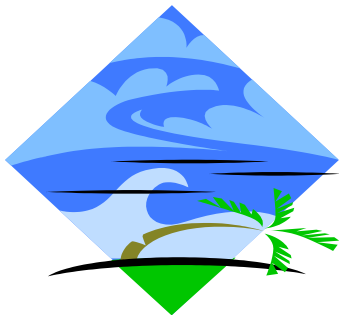
453-6444

## Closing of School Information

Safety is the main priority for all of our students at Momilani Elementary.

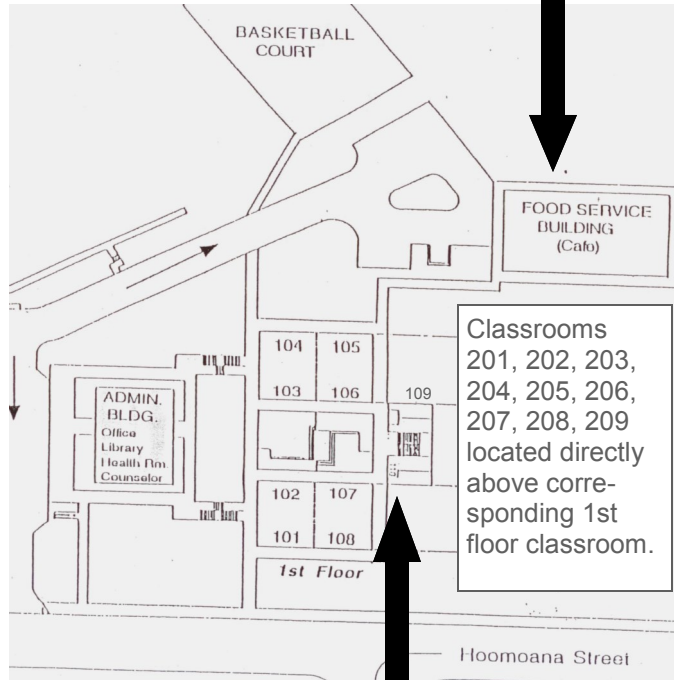
This school may be closed in the event of a severe threat to safety and security (such as natural disasters, fire, bomb threat, intruder). At that time, emergency contacts will be made for child pick-up. At any time, please do not hesitate to call our office for more information at 453-6444.

Students will be released to the person(s) listed on the yellow “Emergency Closing of School—Release of Student” Card that was submitted by the child’s family at the beginning of the school year. If any information should change during the school year please be sure to contact our office at 453-6444, to ensure that we have the most current information and we are able to contact you efficiently.



## School Map

Pick up in Cafeteria outside of school hours.



Pick up in Classrooms during school hours.

## Closing of School Procedures

### Emergency Closing of School

- **During School Hours (8:00 - 2 :00)**
  - Students will be held in their CLASSROOM.
  - Emergency contacts will be notified as soon as possible.
- **Before or After School Hours**
  - Students will be held in the CAFETERIA.
  - Emergency contacts will be notified as soon as possible.

### Evacuation to an Alternate Site

- Site will be determined according to severity of incident.
- Evacuation facilities will have sufficient access to water, food, shelter and restrooms. Nearby options are neighboring schools.

### Lock Down

- During “lock down” procedures, NO child will be released until the crisis is declared over.
- Parents will NOT be allowed to pick up their children during the “lock down.”