

# Be Red Cross Ready

YOUTH PREPAREDNESS HANDBOOK



**American  
Red Cross**  
Bay Area Chapter

# Are You Ready?

What will you do if you can't return to your home after a fire or flood? How will you reconnect with your family and friends if you become separated after a major disaster?

Youth and their families are working together to prepare themselves for all types of emergencies.

This booklet contains simple steps you can take to make sure you and your loved ones are ready for disasters large and small.



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# How Ready Are You?

## Ready or Not

Take this quiz to test how ready you are for a disaster.

1. Our family has a disaster plan that includes a family meeting area, an out-of-town family contact person and a disaster preparedness kit.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. My family and I hold fire drills at least twice a year.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. We have fire extinguishers and everyone in our home knows where they are and how to use them properly.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. I know how to contact every member of my family in case of an emergency.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. At least one member of my household has completed a CPR and/or first aid class within the past year.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. I know where the safest place in my home is in the event of a natural or human-made disaster.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. I have a well-stocked first aid kit.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. I know how to use all of the items in our first aid kit.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## My Preparedness Action Plan

*Did you answer “no” to any of these questions? You will need to know what to do if there is an emergency while you are at home, school or away from home. The Red Cross is here to help you become better prepared for disasters. Share the information you find in this handbook with your friends, family, and neighbors – know what to do and Be Red Cross Ready!*

# Step 1: Make a Plan

## What is a disaster plan?

A disaster plan is a written plan that every school, facility or home should have to prepare for emergencies. The plan should define everyone's role and responsibility if an emergency happens. It should also include the layout of the school, facility or home, equipment that can be used in an emergency, communications and follow-up activities.

Know your area – what types of disasters can happen where you live? Some common types of disasters include:

- Earthquakes
- Fires
- Thunderstorms
- Floods
- Mudslides
- Tornadoes

What will that mean for you? It will mean that many of the services you count on every day may be unavailable, such as:

- Communications
- Transportation
- Medical services
- Electricity
- Gas
- Water

Remember that planning ahead is the first step toward staying calm and confident when responding to a disaster or emergency.

## Choose Where to Meet After a Disaster

Having planned meeting places will save time and allow you to keep track of all the members in your home or school. Make sure you know the emergency plans of the places where you spend the most time such as school, your friends' homes and after-school locations.

# Step 1: Make a Plan

## Choose Two Meeting Places

1. Right outside your home, in case of a sudden emergency such as a house fire.
2. Outside your neighborhood, in case you cannot return home or your neighborhood is evacuated.

## Create an Emergency Contact Plan

If you and your loved ones are separated during a disaster, each person should call the designated contact person to report his/her location and condition. Choose emergency contacts that everyone knows and can easily be reached. Do not forget to let the contacts know that members of your family may call them in an emergency. This contact should be out-of-state because it is often easier to call long distance after a disaster.

## Who would you call?

Draw a line from the area they live to their contact box. Are they far enough out of area?



### Local Area Contact

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Relation: \_\_\_\_\_

Phone: \_\_\_\_\_

### Out-of-Area Contact

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Relation: \_\_\_\_\_

Phone: \_\_\_\_\_

## **Review & Practice Your Plan**

Don't forget to practice your plan! Practicing helps you remember and react quickly to a disaster. Check your plan and review it with your family members. At least once a year, practice going to your planned meeting places, calling your out-of-area contacts and using your evacuation routes. Practice your evacuation plan followed by a preparedness picnic at your meeting place with food that you would eat should a disaster happen.

## **Home Fire Escape Plan**

Draw a simple outline of your home as if you were looking down on it. Draw outlines of your bedrooms, windows and doors. Think about the best way to get safely outside and draw a path from your bedroom to your family's safe meeting place.



## Step 2: Get a Kit

One of the best ways to prepare for a disaster is to create a disaster preparedness kit. In a disaster, having your own supplies will be important because emergency workers won't be able to help everyone right away. Remember you won't have time to search for supplies and stores may be closed. Keep your essential supplies in an easy-to-carry container in a convenient place.

### What's in Your Disaster Kit?

- Water**—Store at least one gallon per person per day.
- Food**—Pack foods that need no refrigeration or cooking.
- Flashlight**—Include extra batteries.
- First Aid Kit**
- Medications**—Refer to page 19.
- Radio**—Include extra batteries.
- Clothing**
- Sanitary Supplies**—Personal hygiene items.
- Cash**—Ask a family member to stash some cash and change since ATMs, credit cards and cash registers won't work if the power is out.
- Contact Information**—Carry a list of phone numbers and email addresses of friends, relatives, neighbors, etc.
- Map**—Include a map for finding alternate routes.
- Personal Items**—Important documents and games and books.

## Assemble Your Disaster Kit

You may already have many items on the disaster kit list, but they are probably stored in different places in your home. Begin by bringing together what you currently have into a single container. Bring the checklist with you while running errands and grab any additional items at your local grocery, hardware, camping, dollar or thrift store. You don't have to complete your kit in one day. Just try to begin today, and build it as you go.

### What Do you Have at Home?

Think about items you already have at home that you could place in your disaster kit. Remember to include personal items such as books or games so you don't get bored! List the items below.

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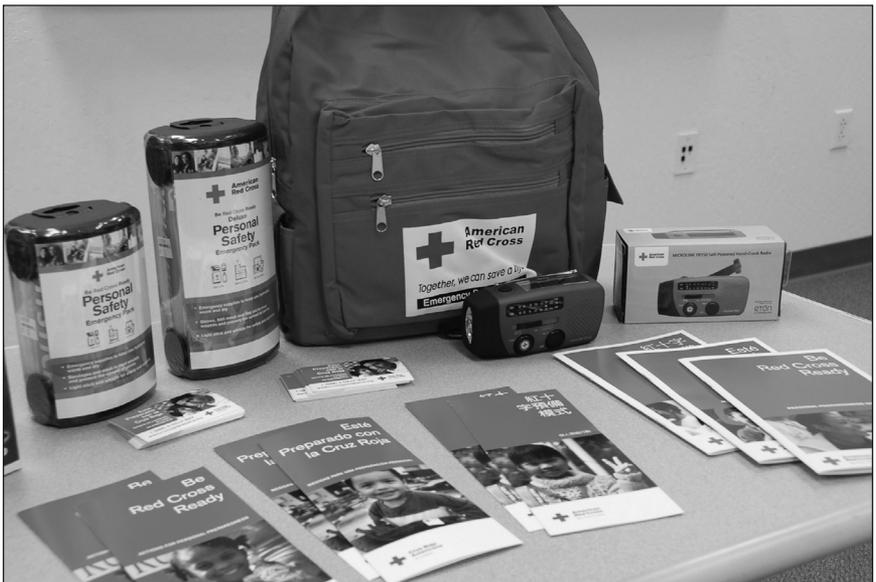
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## Step 3: Be Informed – Protect Yourself

What hazards threaten your community and neighborhoods? Think about both natural hazards, such as flooding, tsunamis and earthquakes and human-caused events, such as hazardous materials and transportation accidents. Think about how these hazards may affect you.

### Learn How to Protect Yourself

Learning to stay safe when a disaster strikes helps prevent or reduce injury and allows you to remain calm.

#### Practice Earthquake Safety

DROP, COVER AND HOLD ON

1. Drop to the floor.
2. Take cover under a piece of heavy furniture.
3. Protect your head with one arm.
4. With the other arm hold on to the furniture.
5. Move with the furniture if necessary.



#### Practice Fire Safety

GET OUT AND STAY OUT

- Get out - leave your home as quickly and safely as possible.
- Once you are out, stay out.
- Go to your designated meeting place.
- Call the fire department from a neighbor's house or a cell phone once you're safely outside.

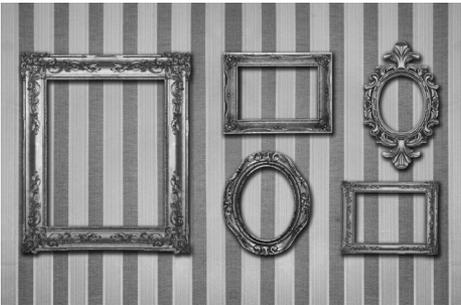
## Practice Pandemic Flu Safety

### PREVENTION IS THE BEST MEDICINE

- Cover your nose and mouth with a tissue when you cough or sneeze; if you don't have a tissue use the crook of your elbow.
- Wash your hands often with soap and water, especially after you cough or sneeze.
- Avoid touching your eyes, nose or mouth.
- Avoid close contact with sick people.
- If you get sick, stay home from work or school and limit contact with others to keep from infecting them.

## Home Hazard Hunt

Anything that can move, fall, break or cause a fire could be a hazard during an earthquake. Think about where family members spend the most time and make sure these areas are safe from falling objects. Make sure exits are clear, too. Use the following pictures to help you consider the hazards you might find.



Are mirrors and pictures hung away from beds and chairs?

yes  no



Are entertainment cabinets bolted to the wall and electronic equipment secure on the shelves and behind cabinet doors?  yes  no



Are cabinets or cupboards fastened to the wall?

yes  no



Are bookshelves fastened securely to the wall?

yes  no



Are there heavy objects on shelves above beds or chairs?

yes  no



Are beds or chairs a safe distance from big windows?

yes  no

## Step 3: Be Informed – Check, Call, Care

Knowing what to do by giving first aid is the best way to keep yourself and those you know safe during an emergency. If you find someone who is injured or if you approach a dangerous situation, follow the emergency action steps.

### Check

#### Check the Scene

Make sure it is safe for you to approach the situation. While it is good to get involved and help others in a first aid emergency, it is just as important to be concerned about your own safety. **DO NOT** enter an unsafe scene. Instead, get help by calling 9-1-1 or the local emergency number.

#### Check the Victim

If the scene is safe, check the person for any life-threatening conditions. Be sure to get permission from a conscious person before giving care. If the person is unconscious, permission is implied. In the case of an injured child, you must get consent from the child's parent or guardian if the person is nearby, otherwise, consent is implied.





### **Understand the Situation**

Look for clues to help you understand the situation. Some examples may include a wrecked car, poisonous containers, person giving a choking signal or a person lying at the bottom of the stairs.

Look at the picture above. What has happened to this girl? What clues help you understand the situation?

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# Call

## Call 9-1-1

It is difficult to know the fire department, police department and hospital number in every area, so when you don't know those numbers CALL 9-1-1.

## Reporting the Details

Tell what happened – who, what, where, when, how many. It is important to report your name, the address of the accident, and the telephone number from which you are calling. Pretend the picture of the bike accident on the previous page happened two blocks away from your home. What would you tell the dispatcher?

## Stay Calm

An emergency can be when someone is unconscious, bleeding severely or has another life-threatening injury. You will be of much more help if you remain calm and give the dispatcher as much information as possible. Do not hang up on the dispatcher until he or she tells you it is OK to do so. Remember that you can always ask an adult to call 9-1-1 for you if they are available. If you are alone and there are no phones nearby, go to the closest location to find help.

# Care

## Care for Injuries

You may have to wait for Emergency Medical Service (EMS) to arrive after you've called 9-1-1. While you are waiting, it is important to practice safe care steps such as basic first aid and general care.

## Give General Care

While you are waiting for EMS to arrive, watch for changes in the person's overall condition, such as changes in breathing or consciousness. There are three steps to giving general care:

1. Help the person rest in the most comfortable position
2. Try to keep the person calm
3. Try to keep them at a normal body temperature

## Step 3: Be Informed – Basic First Aid

There are several common types of injuries that are covered by basic first aid. They are bleeding, muscle, bone, or joint injuries, burns, choking, and shock.

### Controlling Bleeding

(Tip #1: Use disposable gloves and other barriers to not touch the blood. Wash hands with soap and water after giving care.)

(Tip #2: Call 9-1-1 for serious bleeding.)

1. CHECK the scene to make sure it's safe, then CHECK the person.
2. Ask if you can help the person. If they agree:
3. Cover the wound with a clean dressing or cloth.
4. Put pressure on the wound until the bleeding stops.
5. Cover the dressing with a bandage.
6. If bleeding does not stop, put on more dressings and bandages and call 9-1-1.

### Muscle, Bone and Joint Injuries

It is not important to know the type of muscle or joint injury to give immediate first aid care. Follow the guidelines of RICE to minimize further injury:

1. CHECK the scene to make sure it's safe, then CHECK the person.
2. Ask if you can help the person. If they agree:
3. Rest – Do not move or straighten the injured area.
4. Immobilize – Support the injured arm or leg in the position found and splint only if you must move the person.
5. Cold – Apply ice or a cold pack to reduce swelling or pain.
6. Elevate – Only elevate the injured arm or leg if it does not cause more pain.

## Burns

(Tip: Call 9-1-1 for serious burns.)

1. CHECK the scene to make sure it's safe, then CHECK the person.
2. Ask if you can help the person. If they agree:
3. Stop the burning.
4. Cool the burn with cold running water until it doesn't hurt.
5. Cover the burn loosely with a clean dressing or cloth.
6. Care for shock.

## Choking

If the person can't cough, speak or breathe:

1. CHECK the scene to make sure it's safe, then CHECK the person.
2. Have someone call 9-1-1.
3. Ask if you can help the person. If they agree:
4. Lean the person forward and give five back blows with the heel of your hand.
5. Give five quick, upward abdominal thrusts.
6. Continue back blows and abdominal thrusts until the person has spit out the object and/or they can breathe or cough.

## Shock

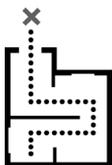
Shock is when the body fails to deliver enough blood to the body's tissues and organs. Look for signs of restlessness, irritability, nausea or vomiting, pale, cool and moist skin, drowsiness or loss of consciousness, fast breathing and fast pulse.

1. CHECK the scene to make sure it's safe, then CHECK the person.
2. Ask if you can help the person. If they agree:
3. Call 9-1-1.
4. Control bleeding.
5. Keep the person from getting cold or overheated.
6. Lift legs 8-12 inches if you do not suspect a head, neck or back injury or broken bones in the hips or legs.
7. Comfort them and don't give them anything to eat or drink.

# My Preparedness Action Plan

We thank you for taking steps to get ready for disaster by completing the Be Red Cross Ready training.

We challenge you to put this knowledge into action by assigning yourself a target date for taking each of the steps below. It's easier than you may think. Making a plan is simply a dinner table conversation. You can start building your kit this weekend by gathering together the supplies you already have on hand. Take a few small steps over the next few weeks and you will be ready when the time comes.



Make a Plan by this date: \_\_/ \_\_/ \_\_

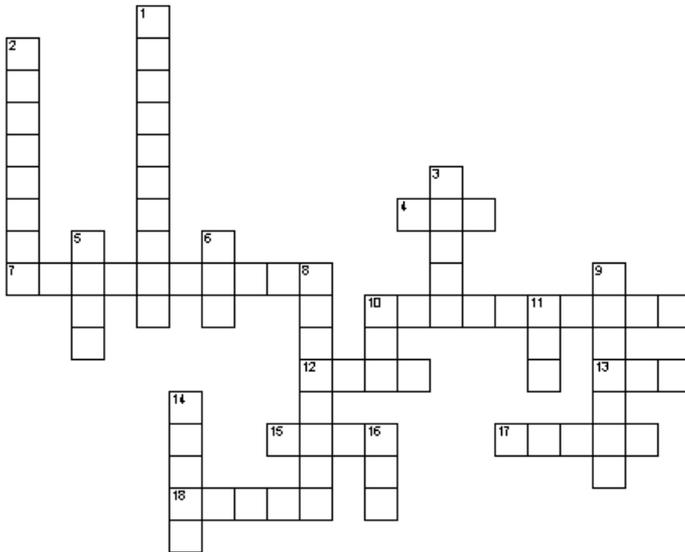


Get a Kit by this date: \_\_/ \_\_/ \_\_



Be Informed by this date: \_\_/ \_\_/ \_\_

# Disaster Preparedness Crossword



## Across

4. Type of phone you may need in a disaster
7. Disaster risk in the Bay Area
10. Test this once a month to prepare for a fire (two words)
12. Keep petty \_\_\_\_ on hand for emergencies if ATMs fail
13. Life-saving training taught by the American Red Cross
15. Be prepared to take care of your own needs for three to five \_\_\_\_
17. Store one gallon/person/day as part of disaster kit
18. \_\_\_\_ valuable papers in a watertight, fireproof container

## Down

1. Keep a \_\_\_\_ with batteries by your bed in case of a disaster
2. \_\_\_\_ your disaster plan by conducting drills twice a year
3. Battery-operated device used for emergency news
5. \_\_\_\_, cover and hold on in an earthquake
6. Don't \_\_\_\_ outside right after an earthquake
8. To leave your home or neighborhood
9. Install \_\_\_\_ on cupboard doors to protect items during an earthquake
10. Universal distress signal
11. Type of fire extinguisher
14. Put \_\_\_\_ aid supplies in an emergency kit
16. Rotate water & food supplies every \_\_\_\_ months

Answers on page 22

# Medication

Medication	Strength and Frequency	Taken For	Prescribed By				

# Allergies

Pharmacy/Prescription Drug Plan							
Allergies							

# Important Information

My Important Numbers	
Police	
Fire	
Ambulance	
Doctor	
Veterinarian/Pet Shelter	
Poison Control	1-800-222-1222
Local Emergency Contact	
Out-of-Area Contact	
Meeting Place Near Home	
Meeting Place Out of Neighborhood	

## Community Resources

### American Red Cross Bay Area Chapter

[www.redcrossbayarea.org](http://www.redcrossbayarea.org) ·  
1-888-4-HELP-BAY (1-888-443-5722)

### United Way of the Bay Area 211

[www.211.org](http://www.211.org) · 211 from any Bay Area phone

### Department of Homeland Security

[www.ready.gov](http://www.ready.gov)

### Federal Emergency Management Agency

[www.fema.gov](http://www.fema.gov) · 1-800-621-FEMA

### National Oceanic & Atmospheric Administration

[www.noaa.gov](http://www.noaa.gov)

### U.S. Geological Survey

[www.usgs.gov](http://www.usgs.gov) · (650) 853-8300

### Prepare.org

[www.prepare.org](http://www.prepare.org)

# Disaster Preparedness Crossword Answers

## Across

- 4. PAY
- 7. EARTHQUAKE
- 10. SMOKE ALARM
- 12. CASH
- 13. CPR
- 15. DAYS
- 17. WATER
- 18. STORE

## Down

- 1. FLASHLIGHT
- 2. PRACTICE
- 3. RADIO
- 5. DROP
- 6. RUN
- 8. EVACUATE
- 9. LATCHES
- 10. SOS
- 11. ABC
- 14. FIRST
- 16. SIX



# Menu of Opportunities

If you are interested in any of these opportunities, please contact youth services at [prepare@usa.redcross.org](mailto:prepare@usa.redcross.org) or call (415) 427-8169.

## Blood Services

- Host a blood drive at your school and recruit donors

## Community Outreach and Events

- Distribute Red Cross information at school and local community events
- Write stories about your activities in your school or community newspaper
- Assist at Red Cross events around the Bay Area

## Disaster Services

- Participate in "The Great ShakeOut"
- Sign up your school as a Red Cross shelter site
- Take disaster training courses
- Help to clean and maintain the ERVs

## Fundraising

- Innovate new ways to fundraise and give back to the Red Cross
- Arrange activities such as raffles, gift wrapping, restaurant nights, bake sales and coin competitions, which benefit Red Cross initiatives

## Health and Safety

- Attend a CPR and first aid training
- Encourage a teacher to get trained in CPR and first aid
- Become a CPR instructor

## International Services

- Spread awareness and raise funds for international disaster relief and the Measles Initiative
- Bring the Exploring Humanitarian Law (EHL) curriculum into your classroom
- Support the Chapman-Holcombe International Internship Program

## Leadership Development

- Start a Red Cross Club at your school
- Attend the Leadership Development Center
- Apply to be a summer intern
- Participate in the Youth For Chinese Elderly Program
- Be selected to serve on a County Leadership Council or the Board of Directors
- Join a Youth Engaged in Service Team

## Preparedness

- Distribute vital information about personal preparedness
- Get trained to become a community preparedness instructor
- Sign up your school for the Ready Rating Program

