



# Household Emergency PLAN

**There are a number of emergency events that could affect the UK and would likely impact essential services, possibly disrupting your ability to travel, communicate with others or retain a normal daily routine.**

To ensure you and your family are as prepared as you can be for an emergency, please spend just 10 minutes completing this plan. Involve all members of your household and keep a copy accessible. Hopefully you will never have to use this plan, but having one can help alleviate fears about potential emergencies, and can help you respond safely and quickly if an emergency happens. You should aim to review your plan regularly.

## **More information...**

This quick plan will give you a good start in case of an emergency. If you would like more information on the kind of emergencies the UK might face, further advice on how to be better prepared or to sign up for alerts, please keep up to date with West Yorkshire Prepared by visiting:

**[westyorkshireprepared.org.uk](https://westyorkshireprepared.org.uk)**

 @WYRForum

 @WYPrepared

# Preparation

Use the two checklists below to start your planning.

## Be prepared checklist...

- ☐ Do you have an emergency bag? (See below)
- ☐ Do you have smoke detectors fitted and are they checked regularly?
- ☐ Do you have carbon monoxide detectors fitted and are they checked regularly?
- ☐ Are you in a flood area? If so are you signed up to alerts for flood warnings?
- ☐ Do you have sufficient buildings and contents insurance?
- ☐ Do you know how to switch off your gas, electricity and water if needed?

Gas turn off located:

Electricity turn off located:

Water turn off located:

You should prepare a bag of items that you and your family might need in an emergency. If these items are stored in a bag, they are easy to access in an emergency, particularly if you need to leave your home in a hurry. Make sure everyone in your house knows where your emergency bag is kept.

## Emergency bag (suggested contents)...

### Family documents

- ☐ Copy of this plan
- ☐ Passports
- ☐ Driving licences
- ☐ Insurance policies
- ☐ Birth Certificates
- ☐ Family photos  
(in case of separation)

### Personal items

- ☐ Toiletries
- ☐ Medication
- ☐ Glasses
- ☐ Hearing aids/mobility aids

### Supplies for babies/small children

- ☐ Food and drink
- ☐ Nappies/nappy bags/wipes
- ☐ Small toy

### Other items

- ☐ First aid kit
- ☐ Torch (wind up or spare batteries)
- ☐ Candles and matches/glowsticks
- ☐ Food and bottled water for 3 days  
(do not rely on fridge/freezer for food)
- ☐ Radio (wind up or spare batteries)
- ☐ Foil blankets (1 per household member)
- ☐ Spare house and car keys
- ☐ Mobile phone chargers
- ☐ Cash and credit cards
- ☐ Pet supplies (if needed)
- ☐ Pack of cards/other small game

# During an emergency

The nature and impacts of an emergency will determine the action that you may need to take. In some situations you may be told by emergency responders to stay in your home. In other situations you may be asked to leave. Always follow the advice of the emergency services.

## Staying in your home...

- ☐ Close all windows and doors if necessary
- ☐ Receive updates from local TV and radio
- ☐ Continue to follow the advice of the emergency services

**STAY SAFE  
AND DON'T  
TAKE RISKS**

## Leaving your home...

If you have no source of transport or have no alternative accommodation, notify a member of the emergency services – either when asked to move or via the non emergency 101 number.

**On leaving your home make sure you do the following:**

- ☐ Lock doors and windows
- ☐ Let family know where you will be
- ☐ Make arrangements with school/work
- ☐ Notify the emergency services of any neighbours who may need assistance
- ☐ Pick up your emergency bag (and any items you need that are not in the bag)
- ☐ Take pets with you unless you are advised otherwise by emergency services
- ☐ Turn off your gas/electricity/water if told to do so
- ☐ Make your way to a place of safety

## Notes...

# Emergency Contact Details

Make a copy of your key contacts below. Don't rely on your contacts directory in your phone - if you lose your phone or it runs out of charge you won't be able to access the information.

Contact	Name	Phone Number

## Emergency Contacts...

Emergency Services	999
Police (non-emergency)	101
NHS 111	111
Environment Agency	0345 988 1188
Northern Gas	0800 111 999
Powercut	105
Northern Power Grid	0800 375 675
Yorkshire Water	0345 1242 424

**For more information please visit**  
**westyorkshireprepared.org.uk**

 @WYRForum

 @WYPrepared

leeds.gov.uk  
bradford.gov.uk  
kirklees.gov.uk  
calderdale.gov.uk  
wakefield.gov.uk

nationalfloodforum.org.uk  
westyorkshirefire.gov.uk  
westyorkshire.police.uk  
yas.nhs.uk  
environment-agency.gov.uk

