

# Emergency Preparedness Measures for Students

Dear Students,

As part of our commitment to ensuring your safety and well-being, we would like to remind you of the emergency preparedness measures that are in place at our institution. It is crucial to be aware of these measures in case of any unforeseen incidents.

## Emergency Procedures

- Familiarize yourself with the emergency exits located on each floor.
- Attend all scheduled emergency drills and follow the instructions given by faculty and staff.
- Keep emergency contact numbers saved on your phone and in a written format.
- Know the location of the nearest first aid kit.

## Communication Plan

In the event of an emergency, we will utilize the following communication methods:

- Email alerts for immediate updates.
- Text message notifications through our emergency alert system.
- Updates posted on our official website.

## Personal Preparedness

We encourage you to prepare your own emergency kit, which may include:

- Water and non-perishable snacks.
- A flashlight and extra batteries.
- Essential medications and personal hygiene items.

Thank you for your attention to these important measures. Together, we can create a safer environment for everyone.

Sincerely,

The Emergency Management Team