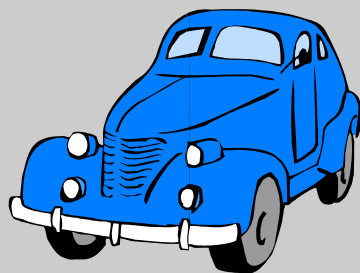


**RECOMMENDED**  
**INSTRUCTIONS FOR**  
**SHELTERING IN PLACE**  
**CAR or TRUCK**

(The object of “sheltering in place” is to protect yourself and others from contaminated outside air by staying in your car or truck and sealing off all openings to the outside air.)

- Stay in your car or truck.
- Close all windows, manual vents, air conditioning and ventilation systems.
- If possible, drive away from any visible gas or smoke clouds.
- Follow the orders of law enforcement or public safety personnel directing traffic.
- Turn into the Emergency Alert System (EAS) station on your radio for further information and guidance.
- Stay in your car or truck and wait for the all-clear signal before you leave your car or open windows or vents.



**EMERGENCY PHONE NUMBERS:**

|                                |              |
|--------------------------------|--------------|
| Fire Dept. Emergency           | 401-766-1234 |
| Police Dept. Emergency         | 401-769-1111 |
| Public Works                   | 401-767-9210 |
| Woonsocket School Dept.        | 401-767-4600 |
| Woonsocket Hospital            | 401-769-4100 |
| RI Emergency Management Agency | 401-946-9996 |
| RI State Police                | 401-728-2211 |

Dear Students and Parents:

My Administration is at work on a daily basis to assure the public safety of our residents. It is my hope that this leaflet will give you some helpful tips to keep both you and your family safe. Please remember that if needed, in addition to your teachers, the City’s first responders, our fire and police professionals, are always there to help you. Be observant and be safe.

Mayor Susan D. Menard

Designed by: Steven Preston

# CITY OF WOONSOCKET

## SHELTER IN PLACE



Tel: 401-762-6400

## RECOMMENDED INSTRUCTIONS FOR SHELTERING IN PLACE AT HOME

(The object of “sheltering in place” is to protect yourself and others from contaminated outside air by going inside and sealing off all openings in your home.)



- Quickly bring everyone inside including your pets
- Close and lock all doors to the outside
- Close and lock all windows
- Turn off all heating systems
- Turn off all air conditioners and switch the inlets to the “closed” positions
- Close fireplace dampers and stove vents
- Close as many interior doors as possible.
- Move to interior spaces if possible. Do not shelter in the basement as some gases are heavier than air
- Seal any remaining cracks or openings with available materials such as towels, blankets, plastic sheeting, etc.
- If necessary, cover your nose and mouth with a wet cloth
- Turn into the *Emergency Alert System (EAS)* station on your radio or television for further information and guidance.
- Stay off your telephone. It may be used by emergency response personnel to contact you.
- Wait for the all-clear signal from the emergency response authorities before you go outside again.

## RECOMMENDED INSTRUCTIONS FOR SHELTERING IN PLACE BUILDINGS and INSTITUTIONS

(The object of “sheltering in place” is to protect you and others from contaminated outside air by going inside and sealing off all openings.)

Due to the complexities of sealing off large buildings, each building must have a plan that may require the coordinated efforts of administrative staff, facilities engineers and security personnel. To be effective, the plan must be understood and practiced.

- Pass the alert rapidly to key personnel to activate the shelter-in-place plan
- Quickly bring everyone inside
- Close and lock all exterior doors and entrances.
- Close and lock all windows
- Turn off all heating, ventilating, and air conditioning systems (HVAC) or set systems to 100% recirculation.
- Close as many interior doors as possible.
- Move occupants to interior spaces if possible. Do not shelter in the basement as some gases are heavier than air
- Minimize use of elevators in buildings. These tend to “pump” outdoor air in and out of a building as they travel up and down.
- Seal any remaining cracks or openings with available materials such as towels, blankets, plastic sheeting, etc.
- If necessary, advise people to cover their nose and mouth with a wet cloth
- Turn into the *Emergency Alert System (EAS)* station on your radio or television for further information and guidance.
- Wait for the all clear signal from the emergency response authorities.

### Make a 72– Hour Kit

Your home 72-hour kit should contain at least the following items:

- One gallon of water per person per day. This means at least three gallons of water per person.
- Sufficient non-perishable food for three days. Ideally, these foods will be lightweight and high in energy. If you pack canned foods, remember a can opener!
- Prescription and non-prescription medications. Include a spare set of glasses, if you need them.
- Battery powered portable radio. This may be your only source of information during a disaster.
- First aid kit. The small camping kits work well. Remember to get enough supplies for the number of people who may be using them.
- Personal hygiene items.
- Clothing and bedding. A spare pair of socks and a space saver blanket would be minimum.
- Special Items such as baby needs or contact lens supplies, etc.
- Personal comfort items.

**Mayor Lisa  
Baldelli-Hunt**