

Your family may not be together when disaster strikes, so it is important to prepare a family emergency plan that will help you respond to any emergency situation.

### It is important to

- Discuss the types of emergency that could occur
- Plan how to prepare for and respond to each type of emergency
- Discuss where to go and what to bring if advised to evacuate. Become familiar with alternate routes and other means of transportation out of your area.
- Establish two meeting places:
  1. Outside your home in case of a sudden emergency
  2. A local church, school or other pre-established location if you can't return to your home following the emergency. Make sure each family member knows the address/contact information for your meeting places.
- Choose an out-of-state friend as a "check-in contact" for everyone to call. Make sure every member of your family knows the contact's phone number.
- Write down important contact numbers on a family emergency contact card. Give a copy to each family member.
- Make sure to have a [plan for your pets](#).

### Every six months you should:

- Review your Emergency Plan and practice fire and emergency evacuation drills
- Review emergency information including contact information with children
- Replace batteries in smoke detectors
- Test and recharge your fire extinguisher(s)
- Replace stored food and water and replenish items in emergency supplies kit
- Ensure your family has an up to date copy of your 'my emergency contacts' list.

**For more information about how to prepare for an emergency, visit [www.tweed.nsw.gov.au/EmergencyManagement](http://www.tweed.nsw.gov.au/EmergencyManagement)**