Emergency Protocols: Are you ready for the unexpected or unthinkable?

Preparation is the key to remaining calm and effective in any emergency. To that end, the Maine Conference Disaster Resource and Response Team invites you to consider whether your church is ready if an emergency should occur in your church.

Do you have an emergency protocol? Here is [a prototype](https://www.ucc.org/wp-content/uploads/unitedchurchofchrist/pages/11068/attachments/original/1540559187/Emergency-Procedures-Manual-ALICE.pdf?1540559187).

Do you have people designated for specific roles such as comforter, facilitator, and first-responder? (Do you have medical personnel in your congregation?)

Is there a person or group of people designated to call 9-1-1?

Are your exits clearly marked? Are your evacuation routes posted? Are they made known to groups that use your space?

Do people know where the fire extinguishers are…and how to operate them? Is anyone designated for this task?

Do you have an AED? Do those who had AED training attend worship? Do your renters know about it?

Do you have an evacuation protocol? Who will assist with the children, disabled, and elderly folks? Do you do fire drills?

Are the nursery and children’s education areas secure? Is there some kind of communication system, such as an intercom, monitor, phone or doorbell available between the Sunday School room and the rest of the church?

Do you lock any of your entrances once services have begun? Is there a protocol for securing your space?

Is there someone to act as a greeter at the church entrances? Does anyone beside the pastor face the narthex?

If need be, do you have folks that can escort unruly people out?

During or after an emergency, how will you inform people?

Is your coffee hour food secure or is it left out in an open area without supervision in a space where anyone can come and go without notice?

Time is precious in emergency situations. Take time now to create a protocol so you’ll have it if/when you need it.

For other helpful information about how you and your church can prepare for and respond to emergencies and disasters, please visit the Maine Conference Disaster Resource and Response Team at:  [Disaster Ministries - Maine Conference United Church of Christ (maineucc.org)](https://www.maineucc.org/disaster-ministries/) Author: Rev. Estelle Margarones, Maine Conference Disaster Coordinator