



# Household Emergency Action Plan

Household Resilience

prepare

respond

recover

If you think your  
life or the life  
of another is  
in danger always  
call 999

Emergencies can affect anybody with little or no notice

Being prepared can help reduce the effects on people's lives, reduce the need for support from others and enable you to support the vulnerable members of your street and community.

Emergencies such as floods, fires, gas explosions and bomb threats may require you to leave your home for short periods of time.

Other incidents such as disruption to essential services that we all rely upon (such as water, electricity, telecoms and travel networks) or being stranded due to adverse weather or illness are not always an emergency but can affect our everyday lives.

If you are involved in an incident and believe you may be in danger always dial 999 and request the appropriate emergency assistance.

If however you are not in danger but may be affected indirectly, you may be advised to :

**GO IN, STAY IN, TUNE IN.**

Complete the following sections where required and keep your plan in a safe and accessible place in your home.

## Section 1

To obtain further information...

Radio station	Frequency	Website address
BBC Radio Solent	96.1 and 103.8 FM	bbc.co.uk/solent
Heart FM	96.7 and 97.5 FM	heart.co.uk/southcoast
Breeze FM	107.4 FM	southampton.thebreeze.com

The following websites will give updated information and guidance in times of emergency and links to other relevant agencies for advice and support

[www.hampshireprepared.co.uk](http://www.hampshireprepared.co.uk)  
[www.southampton.gov.uk](http://www.southampton.gov.uk)

The following social media pages will help to keep you informed about current situations during emergencies



Twitter

Hampshire Constabulary  
Hampshire Fire and Rescue Service  
Hampshire County Council  
Southampton City Council

@hantspolice  
@Hants\_fire  
@hantsconnect  
@SouthamptonCC

## Section 2

Non-emergency telephone numbers

Non-emergency telephone numbers	Your non-emergency telephone numbers
Hampshire Fire and Rescue Service 023 8064 4000	Doctors surgery
Hampshire Constabulary 101	School/nursery
Maritime and Coastguard Agency 023 9255 2100	Childminder
NHS 111 111	Home insurance
Floodline 0845 988 1188	Car insurance
Actionline: 0800 519 1919	Local authority
Southampton City Council:	Employer
Switchboard 023 8083 3000	Flood action group
Out of hours 023 8023 3344	Gas provider
	Electricity provider
	Water/wastewater company



For text relay, add 18001 in front of the last two phone numbers.

## Household contact details

Use this section to list the members of your household and their contact numbers.

Contact name	Mobile number	Landline number

If you are evacuated as a household or are unable to contact each other, where will you meet or relocate to? Use the space below to list appropriate places of refuge, for example friends or family.


## Creating an emergency box

It is recommended that you have an emergency box or bag to hand or available in case of emergency evacuation or being stranded in your home. It would be useful if the box contained the following items:

- |   |   |
|---|---|
| <input type="checkbox"/> Medicines and prescriptions                    | <input type="checkbox"/> Bottled water                  |
| <input type="checkbox"/> Toiletries                                     | <input type="checkbox"/> Non-perishable food/snacks     |
| <input type="checkbox"/> Identity documents (passports/drivers licence) | <input type="checkbox"/> Spare keys for house and car   |
| <input type="checkbox"/> First aid kit                                  | <input type="checkbox"/> Insurance documents or details |
| <input type="checkbox"/> Radio (battery or wind-up)                     | <input type="checkbox"/> Money                          |
| <input type="checkbox"/> Torch (battery or wind-up)                     | <input type="checkbox"/> Glasses/contact lenses         |
| <input type="checkbox"/> Spare batteries                                | <input type="checkbox"/> Mobile phone and charger       |
| <input type="checkbox"/> Notebook, pen/pencil                           | <input type="checkbox"/> Candles/matches                |
| <input type="checkbox"/> Change of clothes, blankets                    | <input type="checkbox"/> Pet food and accessories       |
| <input type="checkbox"/> Baby food and accessories                      | <input type="checkbox"/> Children's toys/activities     |

If required to evacuate your home, before leaving consider the need to turn off the following:

Utility	Location of your isolation/turn-off point	Tick when done
Gas	<input type="text"/>	<input type="checkbox"/>
Electric	<input type="text"/>	<input type="checkbox"/>
Water	<input type="text"/>	<input type="checkbox"/>
Heating oil	<input type="text"/>	<input type="checkbox"/>

### Section 3

Can you support others in your community or nearby residents?

If during times of emergency you are able to provide support or help to others in your street or community (e.g. the elderly, young and vulnerable) use the space below to list contact details of neighbours or community members that *agree to share* their contact details with you.

Name	Address	Mobile number	Landline number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Section 4

#### Emergency action check list

This section contains a check list which should be followed in the event of an incident or emergency where you are required to use the content of your plan.

Step	Action to be taken	Tick
1	Call emergency services if not already alerted (if life is in danger)	<input type="checkbox"/>
2	Ensure you are not in any danger in your current location and if required move to a safe place	<input type="checkbox"/>
3	Are you being advised to or do you need to evacuate your property? If so, advise a family member or friend where you are going to and how you can be contacted.	<input type="checkbox"/>
4	Consider contacting neighbours or others who may be affected by the situation. Refer to <b>section 3</b> .	<input type="checkbox"/>
5	Carry out any required action. If having to evacuate, consult your pre-planned actions and assemble the required items from your emergency box/bag. If remaining in your home obtain information from the sources listed in this plan and notify people on your list to confirm that you are safe. Advise an unaffected friend/neighbour of your actions.	<input type="checkbox"/>

## Additional notes / information



## Hampshire and Isle of Wight Local Resilience Forum

The Hampshire and Isle of Wight Local Resilience Forum comprises of local emergency service responders (police, fire, ambulance), local authorities, and associated businesses, organisations and voluntary sector representatives, working together with the objective of reducing risk in the local area.

### Current members of the Hampshire and Isle of Wight Local Resilience Forum

Hampshire Fire and Rescue Service  
Hampshire Constabulary  
Hampshire County Council  
Southampton City Council  
Portsmouth City Council  
Isle of Wight Council  
NHS England - Wessex Local Area Team  
Environment Agency  
South Central Ambulance Service NHS Trust  
Maritime and Coastguard Agency  
Hampshire District Authorities  
Voluntary Organisations  
Utility and transportation providers (Category 2 responders)