**Emergency Plan for Alfie Walks and boarding**

**Purpose**: This emergency plan outlines the procedures and responsibilities I’ll follow to ensure the safety and well-being of all dogs, my staff, and visitors during emergencies at Alfie Walks and Boarding. The plan covers a range of potential emergencies, including fire, severe weather, medical emergencies, and other situations that may arise.

**1. Emergency Contacts**

* **Owner/Manager**: Jonathan Cross – 07580530990
* **Local Emergency Services**: 911
* **Nearest Veterinary Clinic**: Potton Vets 9 Market Square, Potton, Sandy SG19 2NP [01767 260007](https://www.google.com/search?q=%E2%80%A2+Nearest+Veterinary+Clinic+to+gamlingay&oq=%E2%80%A2%09Nearest+Veterinary+Clinic+to+gamlingay&gs_lcrp=EgZjaHJvbWUyBggAEEUYOdIBCDY4MzhqMGo3qAIAsAIA&sourceid=chrome&ie=UTF-8)
* **Backup Staff Contacts**: Alex Dutton 07739389418

**2. Evacuation Procedures**

* **Evacuation Routes**: I have clearly marked evacuation routes posted in multiple locations throughout the facility. All staff members are familiar with these routes.
* **Assembly Point**: I’ve designated a safe assembly point outside the facility where all dogs and staff will gather after evacuation. This point is away from the building and any potential hazards.
* **Emergency Kits**: I keep emergency kits near exits, including leads, collars, first-aid supplies, flashlights, blankets, water, and treats.
* **Evacuation Protocol**:
  + I’ll calmly secure each dog with a leads and collar.
  + We’ll follow the designated evacuation route to the assembly point.
  + I’ll conduct a headcount to ensure all dogs and staff are accounted for.
  + If necessary, I’ll contact emergency services.
  + We’ll await further instructions from emergency responders.

**3. Fire Emergency**

* **Detection and Alert**: I have smoke detectors and fire alarms installed throughout the facility. If a fire is detected, I’ll sound the alarm and initiate evacuation procedures immediately.
* **Fire Extinguishers**: Fire extinguishers are located in key areas, and my staff and I are trained in their use.
* **Evacuation**: We’ll follow the evacuation protocol, prioritising the safe removal of all dogs. No one will re-enter the building until cleared by emergency services.
* **Fire Drills**: I’ll conduct regular fire drills with my staff to ensure everyone is familiar with the procedures.

**4. Severe Weather (e.g., Tornado, Hurricane)**

* **Shelter in Place**:
  + I’ve identified the safest areas in the building (e.g., interior rooms without windows) for sheltering in place during severe weather.
  + I’ll move all dogs to the designated shelter area.
  + I’ll secure all entrances and ensure all dogs are calm, using crates if necessary to keep them secure.
* **Communication**: I’ll stay informed about weather updates through a reliable source, notify all staff and customers about the situation, and keep communication lines open.
* **Post-Storm Protocol**: After the severe weather passes, I’ll assess the facility for any damage. If the building is compromised, I’ll evacuate the dogs to a safe location.

**5. Medical Emergencies**

* **First Aid**: I keep a well-stocked first-aid kit accessible, and my staff and I are trained in basic first aid for dogs, including handling cuts, bites, and heatstroke.
* **Veterinary Care**: For serious injuries or medical issues, I’ll transport the dog to the nearest veterinary clinic immediately. Transportation is readily available for such emergencies.
* **Owner Notification**: I’ll contact the dog's owner as soon as possible to inform them of the situation and any actions taken.

**6. Missing Dog**

* **Immediate Action**: I’ll secure the remaining dogs and close all exits, then conduct a thorough search of the facility and surrounding areas.
* **Notify Authorities**: If the dog is not found quickly, I’ll contact local animal control and provide a description of the dog.
* **Owner Notification**: I’ll notify the dog's owner immediately and provide updates on the situation.

**7. Power Outage**

* **Climate Control**: I’ll monitor the temperature inside the facility, and if the outage is prolonged and climate control is compromised, I’ll consider relocating the dogs to a safer environment.
* **Communication**: I’ll keep in touch with local power companies for updates on the situation and notify dog owners if the outage is prolonged.

**8. Behavioural Emergency (e.g., Aggressive Dog)**

* **De-escalation**: My staff and I are trained to recognize signs of aggression and how to safely de-escalate situations.
* **Isolation**: If a dog becomes aggressive, I’ll isolate the dog in a secure area away from others, using barriers if necessary to protect staff and other dogs.
* **Owner Notification**: I’ll contact the dog's owner to discuss the situation and possible removal of the dog from the facility if necessary.

**9. Emergency Drills and Training**

* **Staff Training**: I’ll conduct regular training sessions on emergency procedures, including first aid, evacuation, and handling behavioral emergencies.
* **Drills**: I’ll schedule and perform emergency drills, such as fire drills, at least twice a year to ensure my staff is prepared.

**10. Post-Emergency Review**

* **Debriefing**: After any emergency, I’ll conduct a debriefing session with my staff to review what happened, assess the effectiveness of the response, and identify areas for improvement.
* **Documentation**: I’ll record the details of the emergency, including actions taken, outcomes, and any injuries or damages. This documentation is essential for future planning and insurance purposes.

**Conclusion**: This emergency plan is designed to protect the safety of all dogs, my staff, and visitors at [My Dog Boarding Business Name]. By following these procedures, I can respond effectively to emergencies and minimize risk. Regular training, drills, and updates to this plan will ensure that we remain prepared for any situation.