



Changing Lives in the Global Community through Excellence in Education

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Student Tool Kit

EMERGENCY PREPAREDNESS TRAINING VIDEO

Being prepared and informed of what you should do in case of an emergency can make a significant difference. Santa Monica College strongly encourages you to become familiar with Emergency Preparedness Procedures of the college. If you are not certain of what action to take or have further questions, please contact the Santa Monica College (SMC) Emergency Line at (310) 434-4300.

BASIC Emergency Procedures:

1. Enter the SMC Police Department's phone number into your cell phone **(310)434- 4300**.
2. College Notification System: SMC uses the BlackBoard Connect notification system. The system disseminates information via email, text, and phone.
3. Print out and study the [Emergency Procedures](#) on this page.
4. Make a conscious effort to identify all exits in classrooms, locate fire extinguishers, and update emergency contact information at the college.
5. Have a main point of contact, preferably in another city or state, where you and family members can leave messaging in the event that local internet and phone services are inoperable.
6. If you are feeling distressed and need to speak with someone contact Psychological Services at (310) 434-4503.
7. If you'd like to become more involved with the Colleges –Community Emergency Response Team (C-CERT) contact Sergeant Jere Romano (310) 434-3908.

Student who commute to campus via, Bus, Bike, Walk or Carpool.

Keep Supplies for up to 3 days. Include items such as:

- A reusable water canteen and make sure it is always filled

- Severe Winds
- Student Tool Kit
- Terrorist Incidents
- Traffic Incidents
- Trainings
- Tsunami
- 3 small packages of edible nuts
- 3 granola bars
- 3 fruit leathers
- Hard candies such as jolly ranchers
- 1 small personal first aid kit – CVS sells them for .99 cents
- 1 small pack of wet wipes
- 3 emergency light sticks (they last for 8-10 hours) or small maglite flashlight
- Silver Rescue blanket
- 1 whistle
- 2 small packs of travel Kleenex
- Make sure your cell phone is fully charged each day (you may not be able to call, but texts can sometimes get through).
- Emergency Contact Card with your name, DOB and Student ID # - emergency contacts on one side – any medical conditions and medications on the other side (try to laminate)
- Any medications should be in the original prescription bottle.
- Keep \$20 in small bills and change in your backpack at all times
- Ladies – keep a supply of feminine needs
- Photo of your family or loved ones. Believe it or not it will be a source of comfort during an emergency
- Deck of cards

Students who drive to school.

Keep supplies in your trunk. Fill an old backpack with the following:

- 3 day supply of food and water. Choose items that you will want to eat, that have at least a 6 month shelf life and do not need to be heated/cooked. Make sure they are in small packages such as granola bars, nuts and fruit leather. Make sure to update your kit at the beginning of each semester – rotate expired foods. If items are canned goods, make sure it is a “pop” top or you have enclosed a can opener in your pack. Include eating utensils if you have canned goods.
- Hard candies such as jolly ranchers
- Water can be kept in the trunk, provided it is kept in a non-plastic, BPA free container. Water pouches are perfect
- Clean change of clothes, socks and sturdy closed-toed shoes
- First Aid Kit – contains bandages, small scissors, gauze, cold pack, wound cleaning kit, pain relief (Tylenol), alcohol swabs, medical tape
- Wet wipes for personal body cleansing
- Roll of toilet paper – or small packs of travel Kleenex
- Whistle
- Emergency Contact Card with your name, DOB and Student ID # - emergency contacts on one side – any medical conditions and medications on the other side (try to laminate)
- Any medications should be in the original prescription bottle
- Keep \$20 in small bills and change in your backpack at all times
- Ladies – keep a supply of feminine needs
- Blanket and or sleeping bag

- Dust mask and gloves
- Flashlight (with extra batteries)
- Keep your cell phone charged – In an emergency you may not be able to call out, but text messages will sometimes go through
- Photo of your family or loved ones
- Deck of cards

NOTE: Most of these items can be kept in a backpack. Other items can be stored in the trunk of your car in a second backpack.