

# CHECKLIST

## 1. Family Safety House Trailer Hook-up

- a. To watch a video of how to safely hook-up and transport the Family Safety House follow this link:

<https://www.youtube.com/watch?v=OODC02YBgPI>

## 2. Family Safety House School Arrival/Placement

- a. Arrive at the exact time indicated in Firehouse to avoid blocking school traffic.
- b. Park in the bus lane *BEHIND THE APPARATUS* that will be used for the apparatus demonstration. This is so kids don't get distracted looking out the back window during their Family Safety House lesson.
- c. Check the **MAP BOOK\*\*\*** to determine the exact location where the trailer should be placed.

## 3. Family Safety House Set-up

- a. Chock the wheels and put out the steps, hand-rails, welcome mat, etc.
- b. Block traffic if necessary with the orange traffic cones.
- c. If necessary re-fuel the generator with ethanol-free gasoline.
- d. Start the generator. Utilize the **GENERATOR SET-UP GUIDE\*\*\*** if necessary.
- e. Plug in the power cords (there is one for the trailer and one for the AC).

## 4. Sound System Set-up

- a. Follow the **QUICKSTART SPEAKERS GUIDE\*\*\*** if necessary.
- b. Have "Little Rosalie" playing when children arrive.
- c. Use the microphone when you're outside so children can hear you over the generator.



**5. Assign Family Safety House Roles/Responsibilities:**

- a. Firefighter 1: Activity leader/Lead instructor
- b. Firefighter 2: Control room operator  
*Follow the 911 SCRIPT\*\*\**
- c. Firefighter 3: Entrance/exit etc.

**6. Set-up Outside Meeting Place**

- a. Should be near the back/rear window
- b. Children should not have to cross traffic to reach it
- c. Use an orange traffic cone or artificial tree if necessary

**7. Student/Teacher Arrival**

- a. Instruct everyone to gather at the Outside Meeting Place.
- b. Have a quick teacher meeting:
  - 1) Collect waivers (make sure to send them to Headquarters!).
  - 2) Inform them we are no longer using the smoke/theatrical fog.
  - 3) Inform them the fire department most likely won't take photos but the teachers can if they'd like to.
  - 4) Ask them if they have a "Call and response" you can use.

**8. Outside Meeting Place Discussion**

- b. The entire class should learn about the Outside Meeting Place together. This is Lesson #1 on the 2019 FAMILY SAFETY HOUSE CURRICULUM\*\*\*.
- c. After discussing the Outside Meeting Place, divide children into 2 groups.



**9. Group 1 – Visits Family Safety House First, then Goes to Apparatus/Firefighting Gear Demonstration**

- a. Apply hand sanitizer to each child as they enter the Family Safety House
- a. Follow the [2019 FAMILY SAFETY HOUSE CURRICULUM\\*\\*\\*](#)
- b. To watch a video of an instructor delivering this curriculum follow this link:

<https://www.youtube.com/watch?v=H2pJ2pNzRLo&t=116s>

**10. Group 2 – Goes to Apparatus/Firefighting Gear Demonstration First, then Visits Family Safety House**

- a. Each group will spend approximately 25 minutes doing each activity, then they will switch.
- b. To watch a video of an instructor delivering a firefighting gear demonstration follow this link:

<https://www.youtube.com/watch?v=WWIjeA2rwlk&t=8s>

**11. Give Handouts to Teachers for Each Child (Fire Hat + Goody Bag)**

**12. Load and Clean**

- a. Load all equipment back into the trailer.
- b. Clean thoroughly – spray/wipe down phones and all hard surfaces.
- c. Close all vents.
- d. Re-fuel generator and Brush Truck.
- e. If necessary fill the propane tanks (propane is used for heat only).
- f. Place the trailer battery on trickle charge back at the station.

**\*\*\*This resource can be found INSIDE THE FAMILY SAFETY HOUSE,**

**AND in this folder:**

[G:\Fire Operations\Public Education\Family Safety House](#)