



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

KY YMCA Evacuation Plan

In the event of an emergency, please use the following procedures.

Crowne Plaza Hotel Designated Meeting Location:

- Schools whose names start with letters at the beginning of the alphabet should meet in the parking lot closest to the 1-264 and farthest away from Phillips Lane.
- Schools whose names start with letters at the end of the alphabet should meet in the parking lot closer to Phillips Lane and farthest away from 1-264.
- Schools whose names start with letters in the middle of the alphabet should meet in front of the hotel exit where busses to the capitol load.
- Please carry a placard with you so that your students can find you.

From the Crowne Plaza Hotel:

- Fire Alarm during sessions:
 - o Please exit through the doors closest to the Y-Desk.
 - o Gather your students outside in your designated meeting spot. Caucus with your delegation to make sure all students are present.
 - o Y-Staff and hotel security will ensure that all students are out of the building.
 - o You may re-enter the building when you have confirmed with a Y-Staff member that all students are present and accounted for. Y-Staff members will hold signs with a question mark on them to be identified.
- Fire Alarm during curfew hours:
 - o Please follow the evacuation procedure listed in your hotel room.
 - o Instruct students to head to the far west side of the hotel and meet in your designated meeting spot. Caucus with your delegation to make sure all students are present.
 - o Y-Staff and hotel security will ensure that all students are out of the building.
 - o You may re-enter the building when you have confirmed with a Y-Staff member that all students are present and accounted for. Y-Staff members will hold signs with a question mark on them to be identified.

From the Capitol:

- Fire Alarm during sessions:
 - o Please exit through the nearest door.
 - o All students and advisors should meet in front of the Capitol at the bottom of the stairs.
 - o Y-Staff and Capitol security will ensure that all students are out of the building.
 - o You may re-enter the building when you have confirmed with a Y-Staff member that all students are present and accounted for.