



Tips for Evacuating a Person with Disability in an Emergency



- **Assess the situation** Evaluate the emergency and determine if evacuation is necessary. Ask the person you are helping what is in their Emergency Plan and follow emergency services instructions.
- **Communicate clearly** Use simple language and clear instructions to explain the situation and the need for evacuation. Ensure the person understands the plan, has given you permission to help, and knows what steps to take and where you are taking them.
- **Offer assistance** Ask the person if they need help. Offer specific types of assistance, such as getting equipment, gathering belongings, or providing transportation.
- **Gather essential items** Help the person collect necessary items, such as medications, equipment, important documents, contact information for friends or family, and any other essential personal belongings.
- **Consider mobility needs** Be mindful of the person's mobility requirements, and ensure they have any necessary aids, such as a wheelchair, walker, or cane, before evacuating.
- **Plan an accessible path** Identify an accessible evacuation path that accommodates the person's mobility needs and avoids potential hazards or obstacles.
- **Account for additional support** If the person has a family member carer or support person, ensure they are included in the evacuation plan and that their contact information is readily available. Contact the carer or family member to advise them on what is happening.
- **Ensure safety during evacuation** Prioritise the person's safety during the evacuation process by monitoring their wellbeing and providing support as needed.
- **Coordinate with emergency services** Inform emergency services of the person's specific needs or requirements, if applicable.
- **Be patient and flexible** Understand that the person may require extra time and support during the evacuation process. Be prepared to adapt your approach as needed.
- **Check on emotional wellbeing** Monitor the person's stress and anxiety during the evacuation, offering reassurance and comfort as needed.
- **Establish a meeting point** Identify a safe location to transport the person to which is in their Emergency Plan.

Remember to look after yourself as well. Only when you are safe can you help others.

This checklist can help ensure a smooth and safe evacuation process for a person living with disability or person who needs support during an emergency. Remember, every individual's needs and abilities are different, so be prepared to adapt your approach accordingly and ask the individual what is in their Emergency Plan.

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