

**Area:** Management Systems

**Subject:** MS22 – Weather Radio Alert for All Hazards – NOAA Radios

**Reference:** Administration for Children & Families Information Memo ACF-IM-HS-08-15. Partnership between Department of Commerce, National Oceanic and Atmospheric Administration (NOAA), the Department of Homeland Security, the Department of Education and Health & Human Services.

**Policy:** Public Alert Radios distributed to Head Start Programs will be utilized to provide alerts and safety steps about a variety of emergencies due to weather, telephone outages, disruption of 9-1-1 emergency services, hazards materials threats or missing children.

**Procedure:**

1. Each Delegate shall establish a central location for the radios in an area that is consistent with staff being near to hear alerts.
2. Radios are to be registered online to confirm placement. The Alert Radio remains property of the US Government.
  - Register at <http://public-alert-radio.nws.noaa.gov/register>  
If radio is located at non-public school site complete the licensing agreement and attach the US Government stickers supplied.
3. Radios are to be programmed for Alerts pertinent to Center or FCCH location and potential to hazards in the area. (FEMA website <http://www/fema.gov/forpastnaturaldisasters>)
4. When Radio Alert is broadcast, refer to Emergency Disaster Preparedness Plan for procedure and plan to follow.

**Supervised by:** Health Services Manager

**Performed by:** Delegate Directors, Program Supervisory Staff

**Forms needed:** Emergency Disaster Preparedness Plan

**Frequency:** As Needed