Each classroom should maintain an up-to-date Go Bag. Each teacher is responsible to monitor the contents of their classroom's Go Bag and to obtain any materials that need replacing or updating. While other appropriate items might be included, each Go Bag must contain the following:

#	Item	Verified (Date)	Verified (by Whom)
1	Updated Class Lists		
2	"Buddy" Class Lists		
3	In-Room Attendance Forms		
4	Evacuation Attendance Forms		
5	Staff ID Placard		
6	Teacher Name Sign		
7	Evacuation Routes Map		
8	Red Cross Placard		
9	Pens/Pencils		
10	Individual Safety Plans of Students with Special Needs		
11	Comforting Objects for Students		
12	Duct Tape		
13	Snacks (optional, depending on class)		