PCS Preschool Family Reunification Plan

Portland Christian School: Preschool
4575 Springdale Road, Louisville, KY 40241
Main Line: (502) 429-3727 ext. 212

Why a Reunification Plan?

In the event of an emergency that requires evacuation or relocation, PCS Preschool will implement this Reunification Plan in accordance with KY DRCC regulations to ensure the safe and orderly return of students to their families.

Parent/Guardian Instructions:

- Remain calm and wait for official communication via One Call Now or Class Dojo.
- Bring a valid photo ID when picking up your child.
- Only individuals listed on your child's emergency contact form will be permitted to pick up the child.
- Follow staff instructions at the reunification site to maintain safety and order.

Reunification Locations:

- Primary Relocation Site:
  Portland Christian School Baseball Field
  Located directly behind the preschool building
  4575 Springdale Road, Louisville, KY 40241
- Contacts:
  Kelly Stinnett (Director): (502) 536-8998
  Carey Heid (Assistant Director): (502) 321-4821
- Secondary Relocation Site:
  Springdale Community Church
  4601 Springdale Road, Louisville, KY 40241
  Contact: Pastor Daniel Slott – (405) 659-4946

Medical Emergencies:

If your child requires emergency medical care, they will be transported to:
Norton Children's Medical Center – Brownsboro
4910 Chamberlain Lane, Louisville, KY 40241
Phone: (502) 446-5000

Parent/Guardian Acknowledgment

I acknowledge that I have received the PCS Preschool Reunification Plan. I understand where my child may be relocated during an emergency and the procedures that will be followed.

Parent/Guardian Signature: _____ Date: _____

For questions or to review our full Emergency Preparedness Plan, please contact the Preschool Office.

Updated: 07/30/25