



Office of Early Childhood Care and Education

Date: September 13, 2024
To: Early Learning Center Providers, Family Child Care Providers, and In-Home Providers
From: Mellynn Baker, Assistant Superintendent
Re: Level 3 – Take Action Notice

The Louisiana Department of Education (LDOE) would like to inform you that the White House approved Governor Jeff Landry's Request for an Emergency Declaration for Louisiana, in response to the approach of Hurricane Francine. The state will continue to assess the levels of impact to specific Louisiana parishes.

At this time, **if your early learning center, Family Child Care home, or In-Home care location sustained any damages, your site MUST complete the [Early Learning Site Reopening Request form](#) and submit it to the LDOE by 5:00 p.m. on Friday, September 20, 2024.** Such damage would include but is not limited to the following:

- Flood Waters in Site
- Structural Damage
- Operating on Generator Power
- Roof Damage
- Other Structural Damage, including Fence Damage

If you have any questions, please contact our office by e-mail at LDElicensing@la.gov or call 225-342-9905.

The LDOE also suggests that you do the following:

- Pay close attention to the messages from your local officials, especially concerning [road closures](#) and hazardous conditions.
- Communicate with families if you are unable to reopen following a disaster.
- Obtain your [local OHSEP office](#) Emergency Preparedness Contact phone number.
- Review [Child Care Program \(CCAP\) – Before, During and After a Disaster](#) and [Reinstatement of a Child Care Center License Following a Disaster](#).
- Review the useful links below:
 - <http://www.getagameplan.org/>
 - <http://www.emergency.louisiana.gov/>
- Visit the Louisiana Department of Health's [recommendations](#), [FAQs](#), and [Minimum Standards for Operation](#) if under a boil-water advisory.
- Be safe.