

ABERFOYLE HUB PRESCHOOL Taylors Rd

Emergency & Evacuation

OBJECTIVE:

To ensure the safety of children, staff, parents and volunteers during any emergency situation (fire, storm, power failure, water stoppage) and the securing of assistance should the need arise.

- Safety is a regular part of the curriculum for both the children and staff
- Emergency evacuation procedures are practised in week 3 of each term, evaluated and documented
- Evacuation is via the main door entrance to the preschool. Doorways must be left unobstructed at all times. Everyone proceeds to the climbing area or main entrance.
- Staff must ensure that the building is evacuated and all rooms checked.
- A staff member will collect the emergency contact list, the daily attendance sheet and a mobile phone or the cordless phone .
- The roll is called once all people have been collected
- Emergency evacuation procedures are displayed at each exit from the building.
- Fire extinguishers are maintained in accordance with Australian standard. Whistles are located by all doors. A fire blanket is located on the bench post in the kitchen.
- Children are taught to evacuate calmly and quickly
- Regular discussion regarding emergencies are held with staff and children
- Exit signs clearly indicate emergency routes

In the event of a snake in the outdoor area:

- Children will be brought inside by the blowing of the whistle. The doors will be closed and a staff member will ring a snake catcher. Children will remain inside until the snake has been removed. Snake-Away ph 0413 511 335

In the event of a threatening person being on the grounds:

- Children will be brought inside by the blowing of the whistle
- All doors will be locked and a staff member will contact the police on 000

- Children will remain inside until the person has been removed from the site

In the event of a power failure:

During any power failure, the director will take the necessary steps to determine the cause and the extent of the problem.

In the event of a bomb threat:

Follow the emergency evacuation procedure, leaving the building through the safest exit and contact the police on 000 and the child care centre on 8370 5063. Children and staff will move to the oval opposite.

In the event of storms:

During storms children will be kept calm and occupied inside the preschool.

- Staff will continue with the program as uninterrupted as possible, to ensure children do not become worried or overly distressed.

If water supply to the preschool has stopped:

- Firstly determine what areas (toilets, kitchen, outside) of the preschool are affected.
- Contact SA Water 130 883 121 or 8207 1300 to establish how long the water will be unavailable.
- The director will decide whether keeping the preschool open will affect the health or compromise the safety of the children and employees. Consider such issues as hygiene, provision of drinking water and fire fighting capabilities.
- Contact Regional Office –ph. 8207 3700 for further advice before any decision is taken to close the preschool.

The water meter is located along the fence

If gas is smelt on preschool premises:

- Attempt to ascertain if leakage is from the meter. Immediately turn gas meter off. Gas meter is located along the fence
- Report to AGL 131 766 or 1800 808 526 (usually attend call within 2 hours)
- If smell inside preschool evacuate building (following evacuation procedures)

Parents will be informed if any damage is done to the building or distress of their child.

Endorsed by the Governing Council 15th June 2017

Review in 2 years

NQS 2 "Children's Health and Safety
Standard 2.3
Regulation 168 (2) (e)