

Emergency management

Signal for emergency

- Evacuation – sharp blows on whistle.
- Invacuation – ring bells or ring hand bell (if need for invacuation to protect person/children due to inappropriate actions by an adult) and lock doors if appropriate & safe to do so.

Inside whistle(s) located on hook, next to double doors. also another whistle is located in kitchen, on hook attached to side of cupboard.

Outside whistle(s) attached to wall near double door entrance, under verandah. also another whistle on hook under play house verandah, near door.

Bell(s): set kept on shelf above inside paint pot wash trough, plus one (1) bell is kept in main outside shed.

Evacuation point: Mount Barker primary school refuge hall.

Invacuation point: upstairs main group room

Staff member who identified emergency

- Blow sharp blows on whistle.
- Ensure it is heard inside and outside.
- Determine if invacuation or evacuation and direct children to appropriate point.

Designated inside teacher

- Direct all children/visitors immediately to invacuation or evacuation point.
- Collect roll book
- Final check to ensure building/grounds has been evacuated staff member to proceed to designated point and call roll
- Inform decd district office – 8391 4705

Designated outside teacher

- **Evacuation only:** call children outside to meet at gates. ensure shoes are on all children prior to walking to refuge hall at mt barker primary school.
- Supervise children and attend to any injuries.

Early childhood worker (ecw) or designated inside teacher if no ECW

- Collect first aid kit, fridge medication, asthma kit & emergency trolley
- Inspect all rooms for children/adults - direct children to designated point
- Proceed to evacuation / invacuation point
- Supervise children and attend to any injuries

Invacuation (and/or lockdown) maybe necessary due to sudden hazards outside – for instance flooding, vehicle accident on dumas street, violent action, snake, strong winds/storm, etc.

Evacuation diagram



Approaching bushfire

If our school or preschool is open and a bushfire is approaching, the safety of children is our highest priority.

Our school or preschool's designated bushfire refuge is the safest place for us to be if a bushfire is approaching and this is why schools are not evacuated unless there is no other option or as advised by CFS.

When we move to our bushfire refuge we activate the following emergency procedures:

- moving everybody inside, closing windows, doors, and turning off the air-conditioning
- filling available containers with water
- if it is safe to do so and time permits, turning on all sprinklers and irrigation systems
- remaining inside and enacting our bushfire response plan with the children until the main fire-front passes

- listening to local ABC radio station and 5AA radio stations for bushfire updates and information
- liaise with the DECD bushfire and emergency management team and the CFS to know when the bushfire is approaching and changing conditions.

We hope that we will never have to enact our bushfire response plan. However we are working with out school and preschool communities to be ready in the event of a bushfire emergency and trust that as parents and carers we will have your support.

Reviewed Feb 2017

Next review Feb 2018

Please see also the bushfire document.