

Nangwarry School's Emergency Plan Summary

Reviewed February 2017

An emergency within the School: All classes will be notified by a runner or a bell that will consist of three short blasts then one long continuous blast. Classes will move in an orderly fashion onto the oval for a roll call and remain there until the danger is over.

Staff will be delegated responsibility for checking toilet areas, for phoning Emergency Services on 000 and for Duty of Care to students.

An emergency or approaching danger from outside the School:

A LOCK DOWN will be called. Staff will be notified in the fastest and safest manner possible. Children will be brought or remain indoors away from the danger, under calm supervision of staff. Roll call will take place.

Emergency Services will be called.

In the case of fire the LOCK DOWN will be in the library and administration area. A tub in case of bushfire is prepared with specific supplies.

Students will not be evacuated unless ordered to do so by the CFS/Police. This would be the very last resort. This would enable children to be sheltered from the intense heat of the fire. Should buildings become unsafe, the children and staff may then move in an orderly fashion onto the school oval, according to the fire drill evacuation plan. Checks on student numbers will be made from the roll book. Children will be checked from the class rolls at the time of the lock down to ensure no possibility existed that unsupervised children may still be such areas as toilets, library or art room etc., from that point any movement of children would be restricted to toilet visits under safe conditions. Children will not be released from school if the school Principal has been warned of an impending fire, during a LOCK DOWN. After the event of a fire evacuation, parents/carers may need to be phoned to collect their children from school. (If parents want other adults to collect their children, written permission must be provided and teachers will record these movements in their roll books). The school will care for the children until parents collect them or the CFS/Police declare that it is safe for them to return.

School will not open on Catastrophic Days as called by authorities. Process for emergencies will follow School Care Guidelines in line with DECD Policy.

The Site has a full, current authorised 2017 Emergency Plan on file for use.