

EMERGENCY AND BUSHFIRE MANAGEMENT POLICY

Rationale

- An emergency is any event which has an impact on the school's ability to care for or educate children under its supervision.
- Effective planning and management of emergencies helps minimise trauma and distress to those within schools and allows teaching and learning to be maintained or resumed as a priority.
- The DEECD aims to provide a safe and secure environment for all children, staff and volunteers who work or participate in schools.
- Every government school in Victoria is required to have a documented *Emergency Management Plan* (EMP) as part of its normal operational activities. The purpose of the EMP is to:
 - Reduce the likelihood of emergencies and critical incidents;
 - Minimise the impact of these events on children, staff, volunteers and visitors;
 - Facilitate the return of the workplace to normal operations as soon as possible.
- Bushfire preparedness is not just a concern of rural and regional schools. Metropolitan schools may be at risk from site specific factors (e.g. located in a leafy area) or because their students may attend activities or camps in bushfire prone areas.

Aim

- To ensure Hume Valley School complies with DET policy in respect of bushfire and emergency management.

Implementation

- The school ensures that:
 - any materials that may be easily ignited, including branches overhanging buildings, debris and rubbish around including gutters, and dry grass and vegetation is immediately removed
 - safe storage of flammable materials
 - building exits are continuously kept clear of obstructions
 - assembly points are designated and have appropriate access to emergency equipment
 - there is access to facilities and grounds for emergency vehicles
- The school has an Emergency Management Plan (EMP) that has been prepared in accordance with DET's emergency management template. Please refer also to the Emergency Management Plan & Testing policy.
- All off-site activities have been entered in the Student Activity Locator database.
- For School Council approved excursions, the school has applied DET's Safety Guidelines for Education Outdoors.

References:

<https://edugate.eduweb.vic.gov.au/Services/Policies/Key%20risk%20documents/Bushfire%20Emergency%20Management%20Checklist.pdf>
<http://www.education.vic.gov.au/about/bushfires/emergency/default.htm>

Evaluation

This policy will be reviewed as part of the school's one-year policy review cycle

Ratified By Hume Valley School Council	November 2016
Review Date:	November 2017