



BUSHFIRE PREPAREDNESS POLICY

BLACKBURN LAKE PRIMARY SCHOOL

Florence Street Blackburn 3130

RATIONALE

Blackburn Lake Primary School as an identified school on the BARR register, is committed to ensuring student safety in the event of a bushfire.

AIMS

To ensure the safety of all students and staff in a bushfire emergency. Blackburn Lake Primary School will:

- Comply with DET requirements of a school on the BARR Register (Bushfire at Risk Register).
- Provide updated information to parents via Compass news feeds
- Ensure necessary checks and procedures are followed as outlined in the BLPS Emergency Management Plan
- Ensure all staff are clear of their responsibility in the case of a bushfire emergency
- Ensure all Casual Relief Teachers (CRT's) are directed to the appropriate CRT folders for information regarding emergency procedures.

IMPLEMENTATION

- BLPS will have a current Emergency Management Plan that reflects our school's bushfire status and details all our emergency procedures
- Gutters will be cleaned at the beginning of each fire season
- The school will regularly manage materials that may easily be ignited around buildings and facilities.
- Our school will comply with appropriate fire regulations for building, facilities and grounds.
- Any flammable materials will be stored appropriately and clearly labelled.
- Evacuation/Fire drills will be conducted in accordance with our annual schedule (at least once per term)
- The school will make use of the DET Landscaping for Bushfire Prone Areas guidelines when considering new works.
- The school will maintain notices of bushfire evacuation procedures and contact numbers as part of our Emergency Management Plan.
- The Emergency Management plan will be located at the school office and distributed to every grade level.
- Bushfire information will be included in our parent information booklet and as part of the staff induction process.
- Parents will receive formal information as to "What to do on a Code Red Day" via our school's website, newsletter and Compass.
- Parents are also advised to make sure the school has their current contact details including mobile phone number.

- Off-site activities: The safety of students and staff is paramount and off-site activities may be cancelled, postponed or relocated if faced with the threat of bushfire. Off-site activities include any activity undertaken by staff and children away from their normal school activity. This could include:
 - Camps
 - Excursions
 - Sporting activities
 - Training or conferences for staff

Blackburn Lake Primary School is on the DET's Bushfire at Risk Register

Therefore **ON CODE RED DAYS:**

- Blackburn Lake Primary School will be closed on days that are determined by fire authorities to be Code Red.
- Where possible, we will provide parents with prior notice of a planned closure following the issue of a Code Red warning.
- Families will be contacted directly to advice on planned closures and will confirm the decision to close by 12 noon the day before the planned closure.
- Once confirmed the decision to close will not change, regardless of improvements in the weather forecast.
- No staff or students will be on site on days when the school is closed
- Before and After School Care will be cancelled

Evaluation:

This policy will be reviewed as part of the school's three year review cycle.

EVALUATION

This policy will be reviewed in line with our policy review cycle.

RATIFIED BY SCHOOL COUNCIL: RATIFIED

DATE: 20th June, 2017

PRINCIPAL: Loisia Steed SCHOOL COUNCIL PRESIDENT: Dan Watts