




# What to do in the event of local bush fire activity

## Information for parents and carers

	<b>ADVICE ALERT</b>		<b>WATCH AND ACT ALERT</b>		<b>EMERGENCY WARNING ALERT</b>
	<p>A bush fire has started, there is no immediate danger, our school will:</p> <ul style="list-style-type: none"> <li>Update student rolls and account for early leavers/absences in our school system</li> <li>Monitor air quality and adjust school activities accordingly i.e. if smoke affected cease outdoor activities</li> <li>School to Monitor Fire Danger Ratings, <i>Fires Near Me</i> app and <i>Live Traffic NSW</i> app. RFS Website <a href="http://www.rfs.nsw.gov.au">www.rfs.nsw.gov.au</a></li> <li>Alert parents/carers and keep them informed via <a href="#">Facebook</a> and <a href="#">School eNews</a>.</li> <li>Contact Bus Company to advise of possible evacuation needed during the danger period. Advise number of children and evacuation point and destination, obtain approx.. ETA should we need them</li> </ul>	<p>There is a heightened level of threat and bush fire conditions are changing, in addition to the Advice Alert procedures:</p> <ul style="list-style-type: none"> <li>If possible, we will alert parents/carers the day before via <a href="#">Facebook</a> and <a href="#">School eNews</a>. If the district is affected by heavy smoke, consider keeping students with an Asthma Plan at home.</li> <li>Parents/carers stay updated using the <i>Fires Near Me</i> app and <i>Live Traffic NSW</i> app. RFS Website <a href="http://www.rfs.nsw.gov.au">www.rfs.nsw.gov.au</a></li> <li>School will take action to prepare i.e. provide regular updates of bush fire activity to all occupants and prepare bush fire emergency equipment</li> <li>Ensure Shelter in Place location and items are ready and available</li> <li>We will liaise with <a href="#">Local RFS Control Centre</a> for support and advice. If required, we will take action to implement our <i>Bush Fire Emergency Management and Evacuation Plan</i></li> <li>Principal to ring DEL &amp; incident and support line to advise of the current situation</li> </ul>			<p>This is the highest level of bush fire alert.</p> <p><b>Our school will take action to implement our <i>Bush Fire Emergency Management and Evacuation Plan</i></b></p> <p>We will continue liaising with <a href="#">Local RFS Control Centre</a> and keep parents/carers informed of all actions taken by the school</p> <ul style="list-style-type: none"> <li><b>Shelter in Place – School Hall</b></li> </ul>

## SHELTERING PROCEDURES

In the event of an approaching bush fire threatening our school, our primary action is to **SHELTER IN PLACE**

- All occupants will be relocated and accounted for at our designated refuge
- Parents/carers **DO NOT COME TO THE SCHOOL** we will be safely sheltering in place and keeping all staff and students calm through activities and games.
- It's important that parents/carers take measures to activate your family [Bush Fire Survival Plan](#)
- We will continue to keep you informed via [Facebook](#) and [School eNews](#)

## EVACUATION PROCEDURES

We will be evaluating the safety of all staff and students, with the [Local RFS Control Centre](#), throughout the bush fire event. If the threat is increasing it may be determined that it would be safer for all persons to evacuate to our designated refuge. If an **EVACUATION** is to occur we will:

- Inform parents/carers via [Facebook](#) and [School eNews](#) as soon as possible
- Safe transportation will be coordinated to relocate all persons to our designated evacuation refuge
- Information will be provided all parents/carers and arrangements will be made for the safe pick up of all persons from the designated evacuation refuge