# Oodnadatta Aboriginal School EMERGENCY MANAGEMENT PLAN



OODNADATTA ABORIGINAL SCHOOL

C/-POST OFFICE OODNADATTA S.A. 5734 TEL: (08) 8670 7823 (08) 8670 7814 FAX: (08) 8670 7808

Emergency plans are required by sites under Work Health and Safety Regulations 2012 (see Appendix).

This document provides an Emergency Management Plan template for all DECD sites.



Government of South Australia Department for Education and Child Development The template includes mandatory components representative of a good Emergency Management Plan. Refer to Emergency Management Plan Template Instructions and Appendix for further detail when preparing your plan specific to your site circumstances.

Your site is required to annually update this document relative to your individual circumstances in line with the DECD Emergency Management Framework. Completed Emergency Management Plans should be submitted for auditing to the DECD Security, Bushfire and Emergency Management Team and will be kept on file to enable the team to provide support in the event of an emergency incident.

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The completion and submission of this template replaces any existing site emergency templates. Sites can continue to display and utilise existing emergency support documentation (i.e. flip charts, posters etc.) provided that the information reflects the procedures detailed in the site's Emergency Management Plan.

\***IMPORTANT**: All R1 and R2 bushfire risk rated sites are required to review their existing Bushfire Response Plans and transfer them into this template. Completion of the Bushfire Response Plan *as part* of the Emergency Management Plan *replaces* any separate requirements regarding Bushfire Response Plan compliance.

# **EMERGENCY CONTACT NUMBERS**

Emergency (Police, Fire, Ambulance)	000
Police	131 444
Local Police (as applicable)	86707805
Local Fire (as applicable)	000
CFS Bushfire Information Hotline	1300 362 361
DECD Security and Emergency Hotline	1800 000 279
State Emergency Service (SES)	132 500
SA Power Networks	131 366
Local Hospital – Oodnadatta Clinic	86707803
Education Director – Rob Harkin	0438 128 500
DECD Security, Bushfire & Emergency Team	8226 2524
DECD Security, Businne & Emergency ream	8226 3714
DECD Media Unit	8226 7990
SafeWork SA	1300 365 255
Environmental Protection Authority	8204 2004
Alcohol and Drug Information Service/Needle Clean Up Hotline	1300 131 340
Poisons Information Centre	13 11 26





## **EMERGENCY MANAGEMENT TEAM (EMT)**

The EMT are key people who may be required to be contacted during an emergency or play an active role in the site's emergency response procedures.

It is expected that the OSHC/Vacation Care contact is identified as a member of the site Emergency Management Team (w service operates).

These are suggestions only, sites may choose to delete or include additional role/position titles as required. Please type N/A if not applicable, do not leave blank spaces.

Role/Position	Name	Contact Number (daytime)	Mobile Number	Contact Number ( Out of Hours)
Site Leader / Principal / Director	Aaron Holder	86707823	0437291749	86706180
Teacher in Charge	Jenni Wall	86707823	0412366460	86706059
Fire Warden	Aaron Holder	or T.I.C. when	Aaron off site	
WHS Representative	Shio Sakamoto	86707823	0402090891	86707823
Front Office SSO / ECW	Rachel Klembt	86707823	0478842489	n/a
OSHC / Vacation Care	n/a			
Grounds Person	Russell Prowse	86707823		n/a



# FACILITY PROFILE

Site Information					
Site Name	Oodnadatta Aborigina	l School			
Address	Kutaya Tce, Oodnadatta				
Phone	86707823				
Fax	86707808	86707808			
Time Service Starts	8:30 am	Time Service Finishes	4:00 pm		

Student/Staff Information				
Enrolments	35			
Staff numbers	9			
Proportion of staff disability/health factors (%)	0			
Proportion of student disability/special education needs (%)	10%			

Building Information				
Monitored security alarm/fire system Yes No 🔀				
Buildings <i>NOT</i> covered by system;				
System used for alert tone/warnings;				
Siren				
Emergency Telephone Yes 🗌 No 🔀	Location/Type;			
	n/a			
On-site hazards (i.e. science lab, chemical storage)	Location;			
swimming pool, tech studies shed	swimming grounds, oval			

Include information below relating to the backup power supply available for use on your site in the event of an emergency incident (e.g. generator). Include information such as where to access the supply, what system is connected to the supply and basic operational information.

If not applicable, please type N/A. Do not leave blank spaces.

Emergency Power System (type)				
Location	n/a			
Provides Power To	n/a			
Shutoff Instruction	n/a			

Include basic information regarding the main utility supplies connected to your site and how to locate and operate or switch off in the event of an emergency.

Utilities	Location of Shutoff Valve/Switch	Special Instructions
Gas (Mains/Bottled etc.)	n/a	n/a
Water	Kutaya Tce school entrance	tap
Electricity	power board in first aid room	switch off main switch
Sprinkler System (type)	n/a	n/a
Heating System	n/a	n/a



## **RISK IDENTIFICATION**

An assessment of your sites relative risk of specific hazards should be undertaken to establish the types of incidents that specific emergency response actions should be developed to implement in the event of an emergency.

Sites should determine what hazards are relevant and what level of risk they pose, such as;

- Bushfire
- Severe Storm
- Flooding
- Criminal incident or threat
- Earthquake
- Bomb Threat
- Internal fire/smoke

- Pandemic/communicable disease
- Hazardous substance (on site and close to site)
- Intruder
- Lightning strike
- Snakes / Pests
- Other hazards (e.g. road collisions)

Sites may consider including hazards that are not listed above. Hazards identified and their relevant level of risk should be taken into consideration when developing or updating your site emergency procedures.

Risk/Priority	Hazards (site specific)
Extreme/Very High	
High	Heat
Medium	Lightning, flooding, snakes , isolation
Low	Intruder



## **EMERGENCY ASSEMBLY AREAS & ALARM TONES**

Alarm description could include;

- Continuous/intermittent bell, horn,
- whistle Bell sound three times,
- Flashing light

These are **suggestions only**; the alarm details will depend on the system or procedure being employed at your sit.

## SHELTER IN PLACE (S.I.P.)

An emergency response intended to utilise a structure and its indoor atmosphere to protect occupants from a threat or danger external to their location (e.g. external structure fire, bushfire, chemical fumes, disruptive student / visitor / resident)

Location(s):

classrooms

Alarm tone(s) / method(s) used to initiate:

• 2 long siren blasts

## PRECAUTIONARY BUILDING CONFINEMENT (P.B.C) / LOCKDOWN

An emergency response to the evident or suspected threat of serious unlawful violence by an intruder or building occupant, necessitating the physical securing of rooms and buildings for the safety and protection of all occupants

Alarm tone / method used to initiate:

2 long siren blasts

## **EVACUATION**

An emergency response to a scenario where there is an evident or suspected threat to a building or facility that results in all building occupants relocating to an external area or location for safety (e.g. internal fire, bomb threat, noxious gas escape)

On- Site Location(s) / Muster Point(s):

• Oval

Alarm tone(s) / method(s) used to initiate:

• 3 short siren blasts

Off-Site / Backup Location(s):

• n/a

Alarm tone(s) / method(s) used to initiate:

• n/a



## **EMERGENCY RESPONSE**

Detail your site's procedures to be followed in an emergency or major incident below. These are suggestions only, sites may choose to delete or include additional actions as appropriate.

The members of the Emergency Management Team (EMT) shall be entirely aware of the sites emergency response plan and may be called upon by the DECD Security, Bushfire and Emergency Management Team to discuss the site's processes in detail. Random communication may be made to ensure sites are appropriately prepared and knowledgeable of the actions to take in the event of an emergency. The table below also identifies specific roles and responsibilities of your site's EMT in relation to your plan.

Position / Title / Name Responsible	Shelter in Place (S.I.P)	Precautionary Building Confinement (P.B.C) / Lockdown	Evacuation – On Site	Evacuation – Off Site
Site Leader	Activate appropriate alarm to notify of emergency	Aactivate appropriate alarm to notify of emergency	Activate appropriate alarm to notify of emergency	Activate appropriate alarm to notify of emergency
	Contact appropriate Emergency Services / DECD Security, Bushfire and Emergency Management Team			
Teacher in charge (when site leader absent)	Activate / Identify appropriate alarm to notify emergency Contact appropriate Emergency Services / DECD Security, Bushfire and Emergency Management Team	Activate / Identify appropriate alarm to notify emergency Contact appropriate Emergency Services / DECD Security, Bushfire and Emergency Management Team	Activate / Identify appropriate alarm to notify emergency Contact appropriate Emergency Services / DECD Security, Bushfire and Emergency Management Team	Activate / Identify appropriate alarm to notify emergency Contact appropriate Emergency Services / DECD Security, Bushfire and Emergency Management Team
e.g. Fire Warden / WHS Representative / First Aid Officer	Activate / Identify appropriate alarm to notify emergency Monitor situation with Site Leader	Activate / Identify appropriate alarm to notify emergency Monitor situation with Site Leader	Activate / Identify appropriate alarm to notify emergency Monitor situation with Site Leader	Activate / Identify appropriate alarm to notify emergency Monitor situation with Site Leader
	Administer First aid if required			



Activate / Identify appropriate alarm to notify emergency	Activate / Identify appropriate alarm to notify emergency	Activate / Identify appropriate alarm to notify emergency	Activate / Identify appropriate alarm to notify emergency
Clear administration area of all personnel	Clear administration area of all personnel	Clear administration area of all personnel	Clear administration area of all personnel
Collect student information lists, First aid, sign in register asbestos register Move to identified	Collect student information lists, First aid , sign in register asbestos register	Collect student information lists, First aid , sign in register asbestos register	Collect student information lists, First aid , sign in register asbestos register
S.I.P. location Assist the Site Leader	Assist the Site Leader with any directions	Move to identified on-site evacuation	Move to identified off-site location
with any directions to be given	, , , , , , , , , , , , , , , , , , ,	Assist the Site Leader with any directions to be given	Assist the Site Leader with any directions to be given
Identify emergency from alarm tone	Identify emergency from alarm tone	Identify emergency from alarm tone	Identify emergency from alarm tone
Assemble students to prepare to move to the S.I.P. location	Lock all doors, windows, turn off lights and keep out	Assemble students to prepare to move to the on-site	Assemble students to prepare to move to the off-site evacuation location
Complete a roll call and advise the site leader of any missing students and their whereabouts	Complete a roll call and advise the site leader of any missing students and their whereabouts	Complete a roll call and advise the site leader of any missing students and their whereabouts	Complete a roll call and advise the site leader of any missing students and their whereabouts
additional visitors present complete another roll call on arrival at location to ensure all is accounted for	Advise if any additional visitors present	Advise if any additional visitors present	Advise if any additional visitors present
	Encourage all to remain calm Follow instructions from site leader	Complete another roll call on arrival at location to ensure all is accounted for	Complete another roll call on arrival at location to ensure all is accounted for
from site leader Wait for the all clear	Wait for the all clear	Follow instructions from site leader	Follow instructions from site leader
		Wait for the all clear	Wait for the all clear
	appropriate alarm to notify emergency Clear administration area of all personnel Collect student information lists, First aid , sign in register asbestos register Move to identified S.I.P. location Assist the Site Leader with any directions to be given Identify emergency from alarm tone Assemble students to prepare to move to the S.I.P. location Complete a roll call and advise the site leader of any missing students and their whereabouts Advise if any additional visitors present complete another roll call on arrival at location to ensure all is accounted for Follow instructions from site leader	appropriate alarm to notify emergencyappropriate alarm to notify emergencyClear administration area of all personnelClear administration area of all personnelCollect student information lists, First aid, sign in register asbestos registerCollect student information lists, First aid, sign in register asbestos registerMove to identified S.I.P. locationAssist the Site Leader with any directions to be givenIdentify emergency from alarm toneIdentify emergency from alarm toneAssemble students to prepare to move to the S.I.P. locationLock all doors, windows, turn off lights and keep out of sightComplete a roll call and advise the site leader of any missing students and their whereaboutsComplete a roll call and advise the site leader of any missing students and their whereaboutsAdvise if any additional visitors presentAdvise if any additional visitors presentComplete another roll location to ensure all is accounted for Follow instructions from site leaderEncourage all to remain calmFollow instructions from site leaderFollow instructions from site leader	appropriate alarm to notify emergencyappropriate alarm to notify emergencyappropriate alarm to notify emergencyClear administration area of all personnelClear administration area of all personnelClear administration area of all personnelCollect student information lists, First aid, sign in register asbestos registerCollect student information lists, First aid, sign in register asbestos registerCollect student information lists, First aid, sign in register asbestos registerMove to identified S.I.P. locationAssist the Site Leader with any directions to be givenMove to identified on-site evacuation locationAssist the Site Leader with any directions to be givenIdentify emergency from alarm toneMove to identified on-site evacuation locationAssemble students to the S.I.P. locationLock all doors, windows, turn off lights and keep out of sightMore prepare to move to the on-site evacuation locationComplete a roll call and advise the site leader of any missing students and their whereaboutsComplete a roll call and advise the site leader of any missing students and their whereaboutsComplete aroll call and advise the site leader of any missing students and their whereaboutsAdvise if any additional visitors presentAdvise if any additional visitors presentFollow instructions from site leaderComplete another roll call on arrival at location to ensure all scounted for Follow instructions from site leaderComplete another roll call on arrival at location to ensure all scounted for Follow instruction



e.g. Grounds Person	Identify emergency from alarm tone	Identify emergency from alarm tone	Identify emergency from alarm tone	Identify emergency from alarm tone
	Turn off mains power	Direct Students to safety	Turn off mains power	Turn off mains power
			Turn on sprinklers	Turn on sprinklers
				Check all access points are safe and accessible
				Secure doors of sheds/buildings



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# **POST EMERGENCY PROCEDURES**

Detail your site's procedures to be followed after an emergency or major incident below. These are suggestions only, sites may choose to delete or include additional actions as appropriate.

Incident Management and Reporting	Ensure all staff and students are accounted for		
	Check for and treat any injuries		
	Remain at safe location until advised safe to relocate by emergency services		
	Move to alternate location upon emergency services advice		
	Inform and liase with Education Director and/or DECD Security, Bushfore and Emergency Management Team		
	Notify appropriate contacts (parents, caregivers etc.) of incident and action taken - Seek advice from Education Director and/or DECD Security, Bushfire and Emergency Management Team regarding content and methods		
	Check with SA Police for safe routes before driving anywhere		
	Maintain student collection record (when, who etc.)		
	Log information in IRMS (Incident and Response Management System).		
	Contact Education Director to discuss requirements for additional support including psychological first aid (counsellors, social workers etc.)		
	Arrange and conduct debriefing/memorials (if necessary)		
	Facility Manager/DECD corporate to arrange appropriate facility repairs		
Post Incident and Recovery	Facility Manager/ appropriate authority to assess safety and accessibility of facility and equipment		
	Restock emergency supply kits (check every 3 months regardless)		
	Review hazardous materials storage; test and repair or replace equipment		
	Review Emergency Management Plans, training procedures and modify where required		
	Refer media enquiries to Education Director or DECD Media Unit		
	Be aware and take into consideration staff personal bushfire or emergency plans		



# SCHEDULED/COMPLETED EMERGENCY DRILLS

Sites must schedule emergency drills (both desktop and physical) relative to their specific risks. It is expected schools and preschools practice emergency procedures on at least two (2) occasions *per term*. This schedule should be kept up to date.

Detail (i.e. S.I.P drill, evacuation drill, training)	Date
Fire drill	21/6/2016
Invacuation drill	26/08/2016
S.I.P. drill	16/09/2016
Fire Drill	T4, W3
Invacuation Drill	T4 W7
SIP drill	2017, T1 W3
Fire Drill	2017, T 1 W 8
Invacuation Drill	2017, T 2 W4

## **EMERGENCY TRAINING**

Include details regarding planned and undertaken emergency training (e.g. fire warden, first aid)

Details	Date
Fire warden training	Training need identified, organising through HSW rep
First aid training	20/08/2016



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## **BUSHFIRE RESPONSE PLAN - Oodnadatta Aboriginal School**

It is a Departmental requirement for all R1 and R2 bushfire risk rated sites to complete the Bushfire Response Plan. Completion of this template within your sites Emergency Management Plan supersedes any previous Bushfire Response Plan updating process or documentation.

## **Bushfire Refuge**

The term Bushfire Refuge has been adopted by DECD to reduce confusion with the terminology used by the CFS, and is generally a building on site that can provide short-term shelter from a bushfire to the site population only.

The term Last Resort Refuge is identified in each Council for community members as a space or building which could be used as a place of last resort for individuals to go to and remain during the passage of fire through their neighbourhood. A Last Resort Refuge is intended to provide a place of relative safety during a bushfire, but does not guarantee the survival of those who assemble there, and should only be used when personal Bushfire Survival Plans cannot be implemented or have failed.

NOTE: No DECD sites have been identified by the CFS as a Last Resort Refuge.

IMPORTANT: It is the responsibility of the site EMT to determine trigger points and act upon them as per the site's Bushfire Response Plan.

Examples of a site's Trigger Point may include the following:

- A CFS Watch and Act message advising of a fire within a 20km radius of the township
- Receipt of a SAFECOM SMS/phone call emergency alert advising of an imminent bushfire threat

The EMT must not rely on a call from the CFS that a bushfire threat is in the area and should not wait for instruction to move to the site's designated Bushfire Refuge.

Trigger Point\* to prepare for movement to the *Bushfire Refuge*:

#### CFS watch and act message

Emergency alarm to prepare for movement to the Bushfire Refuge sounds like:

4 blasts of siren

Location of site Bushfire Refuge (address if off-site or attach school plan):

#### oval

Other educational sites/services that may use Bushfire Refuge:

n/a

Contact details of other educational sites/services that may use *Bushfire Refuge*:

## n/a

Location of off-site evacuation point and intended method of transport:

Oodnadatta clinic, via school bus



#### **Drinking Water Contingency Plan**

If the Bushfire Refuge does not have available drinking water then other sources such as large water bottles MUST be taken into the Bushfire Refuge for use during a S.I.P.

Rainwater tanks used for drinking purposes must incorporate disinfection via an ultraviolet light irradiation system. For further information regarding drinking water see the DECD Intranet at <a href="https://myintranet.learnlink.sa.edu.au/operations-and-management/facilities-and-security/energy,-water-and-waste-management/water">https://myintranet.learnlink.sa.edu.au/operations-and-management/facilities-and-security/energy,-water-and-waste-management/water</a>

## Water for Ablutions

During a power failure, a site may not have ablution water available, therefore alternatives should be considered. Sites may consider portable options (i.e. camping toilets) for use within the Bushfire Refuge during a bushfire *emergency situation* if water is not available for ablutions.

Provide details of the sites drinking water supply plan during a bushfire risk situation;

school water tanks at rear of school gym

Provide details of the sites ablution options during a bushfire emergency situation;

external school toilets



## **AREA MAPS AND SITE PLANS**

## AREA MAPS

Insert a detailed Area Map of the facility and its surrounding area. Such a map should show external evacuation routes and destinations. A minimum of two external evacuation points will be required.

- The Map should show
- Evacuation assembly areas
- Evacuation routes
- Surrounding Streets
- Major Landmarks
- Exit points

#### Does your site have an area map?

Yes Please attach.

No 🗌

## **SITE PLANS**

In accordance with *Australian Standard 3745-201: Planning for Emergencies in Facilities*, evacuation plans must have the following minimum requirements:

- A pictorial diagram of the floor or area (A3, at least 200mm X 150mm in size. Facilities with large floor areas should be prepared in sections so that no more than two exits are shown on each diagram)
- The title EVACUATION DIAGRAM
- The 'YOU ARE HERE' location
- The designated exits, which must be shown in green
- Communication equipment locations e.g. Warden Intercom points (WIPs) which must be shown in red and main panel/controls for warning equipment
- Hose reels, which must be shown in red
- Extinguishers, which must be shown in red
- Fire blankets, which must be shown in red
- Designated shelter-in-place location (if present)
- Date diagram was validated
- Location of assembly areas
- A legend to reflect the symbols used

Also consider including the following:

- North
- First aid stations and kits (denoted by a white cross on a green background)
- Hazardous chemical store
- Spill response kits
- Evacuation procedure
- Paths of travel, coloured green
- Hydrants, which must be shown in red

#### Does your site have an area map?

Yes Please attach.

No



# Oodnadatta Aboriginal School EMERGENCY MANAGEMENT PLAN (Abridged)

[Include site photo or logo]

Emergency plans are required by sites under *Work Health and Safety Regulations 2012* (see Appendix).

This document provides an Emergency Management Plan template for all DECD sites.

The template includes mandatory components representative of a good Emergency Management Plan. Refer to Emergency Management Plan Template Instructions and Appendix for further detail when preparing your plan specific to your site circumstances.

Your site is required to annually update this document relative to your individual circumstances in line with the DECD Emergency Management Framework. Completed Emergency Management Plans should be submitted for auditing to the DECD Security, Bushfire and Emergency Management Team and will be kept on file to enable the team to provide support in the event of an emergency incident.



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EMERGENCY CONTACT NUMBERS		
000		
131 444		
86707805		
000		
1300 362 361		
1800 000 279		
132 500		
131 366		
86707803		
0438 128 500		
8226 2524		
8226 3714		
8226 7990		
1300 365 255		
8204 2004		
1300 131 340		
13 11 26		



FACILITY PROFILE			
Site Information			
Site Name	Oodnadatta Abori	iginal School	
Address	Kutaya Tce, Oodna	Kutaya Tce, Oodnadatta	
Phone	86707823		
Fax	86707808		
Time Service Starts	8:30 am	Time Service Finishes 4:00 pm	

Student/Staff Informat	ion
Enrolments	35
Staff numbers	9
Proportion of staff disability/health factors (%)	0
Proportion of student disability/special education needs (%)	10%

# **RISK IDENTIFICATION**

An assessment of your sites relative risk of specific hazards should be undertaken to establish the types of incidents that specific emergency response actions should be developed to implement in the event of an emergency.

Sites should determine what hazards are relevant and what level of risk they pose, such as;

- Bushfire
- Severe Storm
- Flooding
- Criminal incident or threat
- Earthquake
- Bomb Threat
- Internal fire/smoke

- Pandemic/communicable disease
- Hazardous substance (on site and close to site)
- Intruder
- Lightning strike
- Snakes / Pests
- Other hazards (e.g. road collisions)

Sites may consider including hazards that are not listed above. Hazards identified and their relevant level of risk should be taken into consideration when developing or updating your site emergency procedures.

Risk/Priority	Hazards (site specific)
Extreme/Very High	
High	Heat
Medium	Lightning, flooding, snakes , isolation
Low	Intruder



## **EMERGENCY ASSEMBLY AREAS & ALARM TONES**

Alarm description could include;

- Continuous/intermittent bell, horn,
- whistle Bell sound three times,
- Flashing light

These are suggestions only; the alarm details will depend on the system or procedure being employed at your sit.

SHELTER IN PLACE (S.I.P.)

An emergency response intended to utilise a structure and its indoor atmosphere to protect occupants from a threat or danger external to their location (e.g. external structure fire, bushfire, chemical fumes, disruptive student / visitor / resident)

Location(s):

classrooms

Alarm tone(s) / method(s) used to initiate:

• 2 long siren blasts

## PRECAUTIONARY BUILDING CONFINEMENT (P.B.C) / LOCKDOWN

An emergency response to the evident or suspected threat of serious unlawful violence by an intruder or building occupant, necessitating the physical securing of rooms and buildings for the safety and protection of all occupants

Alarm tone / method used to initiate:

2 long siren blasts

**EVACUATION** 

An emergency response to a scenario where there is an evident or suspected threat to a building or facility that results in all building occupants relocating to an external area or location for safety (e.g. internal fire, bomb threat, noxious gas escape)

On- Site Location(s) / Muster Point(s):

Oval

Alarm tone(s) / method(s) used to initiate:

• 3 short siren blasts

Off-Site / Backup Location(s):

• n/a

Alarm tone(s) / method(s) used to initiate:

n/a



# **POST EMERGENCY PROCEDURES**

Detail your site's procedures to be followed after an emergency or major incident below. These are suggestions only, sites may choose to delete or include additional actions as appropriate.

	Ensure all staff and students are accounted for		
	Check for and treat any injuries		
	Remain at safe location until advised safe to relocate by emergency services		
la stala st	Move to alternate location upon emergency services advice		
Incident Management and Reporting	Inform and liase with Education Director and/or DECD Security, Bushfore and Emergency Management Team		
	Notify appropriate contacts (parents, caregivers etc.) of incident and action taken - Seek advice from Education Director and/or DECD Security, Bushfire and Emergency Managemen Team regarding content and methods		
	Check with SA Police for safe routes before driving anywhere		
	Maintain student collection record (when, who etc.)		
	Log information in IRMS (Incident and Response Management System).		
	Contact Education Director to discuss requirements for additional support including psychological first aid (counsellors, social workers etc.)		
	Arrange and conduct debriefing/memorials (if necessary)		
	Facility Manager/DECD corporate to arrange appropriate facility repairs		
Post Incident and Recovery	Facility Manager/ appropriate authority to assess safety and accessibility of facility and equipment		
	Restock emergency supply kits (check every 3 months regardless)		
	Review hazardous materials storage; test and repair or replace equipment		
	Review Emergency Management Plans, training procedures and modify where required		
	Refer media enquiries to Education Director or DECD Media Unit		
	Be aware and take into consideration staff personal bushfire or emergency plans		



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## **BUSHFIRE RESPONSE PLAN - Oodnadatta Aboriginal School**

It is a Departmental requirement for all R1 and R2 bushfire risk rated sites to complete the Bushfire Response Plan. Completion of this template within your sites Emergency Management Plan supersedes any previous Bushfire Response Plan updating process or documentation.

## **Bushfire Refuge**

The term Bushfire Refuge has been adopted by DECD to reduce confusion with the terminology used by the CFS, and is generally a building on site that can provide short-term shelter from a bushfire to the site population only.

The term Last Resort Refuge is identified in each Council for community members as a space or building which could be used as a place of last resort for individuals to go to and remain during the passage of fire through their neighbourhood. A Last Resort Refuge is intended to provide a place of relative safety during a bushfire, but does not guarantee the survival of those who assemble there, and should only be used when personal Bushfire Survival Plans cannot be implemented or have failed.

NOTE: No DECD sites have been identified by the CFS as a Last Resort Refuge.

IMPORTANT: It is the responsibility of the site EMT to determine trigger points and act upon them as per the site's Bushfire Response Plan.

Examples of a site's Trigger Point may include the following:

- A CFS Watch and Act message advising of a fire within a 20km radius of the township
- Receipt of a SAFECOM SMS/phone call emergency alert advising of an imminent bushfire threat

The EMT must not rely on a call from the CFS that a bushfire threat is in the area and should not wait for instruction to move to the site's designated Bushfire Refuge.

Trigger Point\* to prepare for movement to the *Bushfire Refuge*:

#### CFS watch and act message

Emergency alarm to prepare for movement to the Bushfire Refuge sounds like:

4 blasts of siren

Location of site Bushfire Refuge (address if off-site or attach school plan):

#### oval

Other educational sites/services that may use Bushfire Refuge:

n/a

Contact details of other educational sites/services that may use *Bushfire Refuge*:

## n/a

Location of off-site evacuation point and intended method of transport:

Oodnadatta clinic, via school bus



**Government of South Australia** 

#### **Drinking Water Contingency Plan**

If the Bushfire Refuge does not have available drinking water then other sources such as large water bottles MUST be taken into the Bushfire Refuge for use during a S.I.P.

Rainwater tanks used for drinking purposes must incorporate disinfection via an ultraviolet light irradiation system. For further information regarding drinking water see the DECD Intranet at <a href="https://myintranet.learnlink.sa.edu.au/operations-and-management/facilities-and-security/energy,-water-and-waste-management/water">https://myintranet.learnlink.sa.edu.au/operations-and-management/facilities-and-security/energy,-water-and-waste-management/water</a>

## Water for Ablutions

During a power failure, a site may not have ablution water available, therefore alternatives should be considered. Sites may consider portable options (i.e. camping toilets) for use within the Bushfire Refuge during a bushfire *emergency situation* if water is not available for ablutions.

Provide details of the sites drinking water supply plan during a bushfire risk situation;

school water tanks at rear of school gym

Provide details of the sites ablution options during a bushfire emergency situation;

external school toilets

