

EMERGENCY BUSHFIRE MANAGEMENT (for Schools not on the bushfire risk register)

PURPOSE

In relation to bushfire preparedness for schools not on the Bushfire at Risk Register, all schools must regularly manage materials that may be easily ignited around buildings and facilities.

SCOPE

This policy applies to all buildings and facilities at St Albans Primary School.

POLICY

Aims

- All children have the right to feel safe in and around school buildings and facilities.
- The school can demonstrate how and when they monitor the school buildings, facilities and grounds for any potential hazards, including materials that can be easily ignited.
- The school can demonstrate the controls enacted to manage and remove any such materials

All Schools must regularly manage materials that may be easily ignited around building and facilities:

- St Albans Primary School employs the following measures to monitor and control the condition of the grounds, including identifying any overhanging branches from neighbouring yards, inflammable debris and rubbish near, around buildings or under buildings, gutters, dry grass and vegetation.
- The school employs a handyman/maintenance man to carry out general maintenance of buildings and grounds, including control of tan bark and other vegetation around buildings when needed. Identified works are entered into the Maintenance log book.
- Annual arborist visits are conducted to reduce or remove overhanging branches or tress as required.
- Safe storage of flammable materials as noted on the OH&S Risk Management Plan.
- Annual review of the Risk Register and Emergency Management Plan.
- Workplace inspections take place once a term.

All Schools must regularly monitor emergency access to building and grounds:

- As part of St Albans Primary School OH&S requirements, a schedule for building inspections, risk management and the Emergency Management Plan is devised or revised at the beginning of each year and documented on the OHS Activities Calendar. This calendar is acted on by the OH&S Working Group.
- Building exits are kept clear of obstructions.
- Clearly visible Incident Management Plans in all areas of the school, including evacuation and assembly points. Assembly points are clearly identified both at the site and in the Emergency Evacuation Plan.
- Access for emergency vehicles is dependent on location of the emergency.

REVIEW CYCLE

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

DOCUMENT STATUS

Reviewed	School Council Ratification	Next Review
School Council Meeting	October, 2018	October, 2022