

Toorloo Arm Primary School Bushfire Emergency Management Plan

Toorloo Arm Primary school is on the Department of Education and Early Childhood Development DEECD's "Bushfire at Risk" registry which means it will be pre-emptively closed on a code red fire day.

The decision to pre-emptively close schools is made by the Department of Education and Early Childhood Development based on warnings issued by the Bureau of Meteorology and in consultation with fire and emergency services.

It is intended that, wherever possible, families will be provided with up to 3-days notice of a planned closure. If unexpected weather patterns are experienced, however, less than 3-days notice may be provided.

The final decision to close a school or children's service will be confirmed no later than midday the day before the planned closure

If the Bureau of Meteorology or the CFA downgrades the risk forecast in the lead-up to a planned closure, the closure may be cancelled and the school or children's service will be allowed to remain open.

The final decision to pre-emptively close a school or children's service will be confirmed no later than midday the day before the planned closure.

Once the decision to close has been confirmed, there will be no change – regardless of improvements to the weather conditions the following afternoon or overnight – this will help limit confusion and provide time for parents to make alternative care arrangements for their children.

Toorloo Arm Emergency Management plan in relation to an imminent fire threat:

Risk assessment:

Threats

South: School is surrounded by farmland and eucalypt forest to the south. Main threat is Bluff reserve and southerly winds. Usually much cooler conditions coming from the south and less likely to cause a major threat.

North : Colquhoun Forest to the North with farmland of about 1.5 kms in between. Hot northerly conditions would cause fire to move quickly and result in substantial ember attack.

Best advice indicates that ember attack will be the main risk to the school and provision needs to be made for the control of embers

Risk of staying at school site.

Buildings are timber construction or light metal construction and elevated on stumps. These buildings would be at high risk of catching fire and would be unsuitable as a fire refuge. One classroom is brick and may provide protection but this building is attached to a timber building. This leaves no safe place for students and staff on the school site.

The Toorloo Arm Lake Tyers Beach CFA Fire Station is directly across the road and would provide more suitable protection but is not available to the school.

To stay on the site a Mod 5 classroom relocatable would need to be brought up to the Australian Standard (Australian Standard 3959 Building in a bushfire prone area) Although this standard refers to new dwellings we believe that a school building needs to be brought up to this standard as a minimum safety requirement. Passive works are required to bring the designated Mod 5 classroom up to the minimum standards to meet the BAL 12.5 requirements for ember attack.

In the event of an imminent bushfire threat we would shelter in the designated Mod 5 building

Advanced Warning

In the event that the School receives sufficient advanced warning that a fire is a potential threat, then the School will notify all parents that the school will be closed for the coming days as deemed appropriate by the Principal.

To have the best information on fire activity the School will maintain contact with the following local and regional services.

- Gippsland Regional Office: **Regional Contact : Andy Crabtree : 0418580692**
- Lakes Entrance Police Station: 51551206
- CFA website <http://www.cfa.vic.gov.au/index.htm>

- DSE <http://www.dse.vic.gov.au/dse/nrenfoe.nsf/Home+Page/DSE+Fire~Home+Page?open>

Once the decision has been taken to evacuate the school the following processes will occur

Procedure:

- Sound alarm continuously for 30 seconds and children assembled in normal area:
- **Office staff ring in this order**
 - **Emergency services- 000**
 - **Emergency and Security Management on - 95896266**
 - **Gippsland Regional Office- 51270400**
 - **Gippsland ABC Radio - 51435511**
 - **Wayne Johnston CFA Captain 0400 573 464**
- Principal/ Specialist to check toilets and other areas for students to assist with this process.
- Staff to bring roll and account for all students and to mark off those students who are picked by parents.
- Students only to go with parents and not friends unless directed by a phone call to school mobile to give permission for the school to release students .

Roles and Responsibilities

Principal

- Sound alarm continuous blast on loud speaker to marshal students
- Direct administration staff to ring emergency numbers for emergency, regional personnel and emergency management
- Support marshalling of students by checking toilets and other buildings
- Coordinate assembly and movement of students into building.
- Ensure that all students are returned safely to their parents
- Communicate emergency plan to Regional, School Council, staff and parent community
- To ensure the plan is practiced
- To ensure a plan is put in place to deal with embers. Designated people for this job.

Teachers

- Classroom teachers marshal students in assembly area and account with roll
- account for all students at all times including when they are picked up by parents.

- Specialist staff : marshal students to assembly area and then support in organisation with staff.
- Students take bags if time permits

Teacher Aides

- Assist children with special needs if necessary and support teaching staff as directed

Office Staff

- Office staff will be responsible for general telephone communications, including notification of parents
- Student/Parent addresses and phone numbers to be taken
- Take first aid kit and anaphylaxis medication

Parents:

- Parents to listen to ABC radio
- To pick students up from the Toorloo Arm Primary School as soon as practical.
- Ring school mobile on **0429 149 892** only if necessary.

Evacuation Procedure: Fire in the buildings

Administration Staff:

Office staff ring in this order

- **Emergency services** **000**
- **emergency and security management on** **95896266**
- **Gippsland Regional Office** **51270400**

- Bell run continuously for 30seconds and children assembled at the northern end of the oval
- Principal to check toilets and other areas for students to assist with this process.
- Staff to bring roll and account for all students
- Children to be maintained in this area until threat passes.

Ember attack provision:

Ideally we would have a fire pump connected to water tanks that would provide the ability to wet the occupied building before, during and after the fire reaches the site.

Otherwise the following actions would need to occur:

- **Gutters blocked and filled with water**
- **Turn of gas and power**
- **Basins and buckets filled with water**
- **3 knapsacks to be used to control embers**
- **Appropriate protective clothing and equipment would be needed**
- **Close all windows, doors and block crevices, cracks and gaps with wet materials**