



ARARAT NORTH PRIMARY SCHOOL BUSHFIRE POLICY

Ararat North Primary School is listed on the Department of Education and Training (DET) Bushfire at Risk Register (BARR). All schools on this register must follow the DET recommended procedure for CODE RED days.

Purpose:

To ensure the safety of children and staff in a bushfire emergency.

Aims:

1. To ensure necessary checks and procedures are followed.
2. To ensure all staff are clear about their responsibilities in the case of a bushfire emergency.
3. To provide updated information to parents about bushfire preparedness and procedures at the school.

Implementation:

1. The Emergency Management plan will be updated each year and will reflect the school's bushfire status.
2. The annual Bushfire Safety Checklist (DET) will be completed by the Principal. The required action will be taken to ensure the school is complying with bushfire planning recommendations. Such actions may include the following:
 - a) Gutters will be cleaned at the beginning of each fire session.

- b) The school will regularly manage materials that may easily be ignited around buildings and facilities.
 - c) The school will comply with local bushfire regulations for building, facilities and grounds.
 - d) Flammable materials will be stored appropriately in a clearly labelled building.
 - e) Fire drills will be conducted in October and the first week back of each year.
 - f) The Ararat Fire Brigade captain will visit the school in October of each year.
 - g) The school will make use of the 'Landscaping for Bushfire Prone Areas' guidelines (DET) when considering new works.
 - h) The school will maintain records of bushfire evacuation procedures and relevant contact numbers and locate them in appropriate locations around the school.
3. Bushfire information will be provided to parents and staff in the following ways:
- a) Up-to-date bushfire information will be included in the parent information booklet, on the school website and displayed in the staffroom.
 - b) Parents will receive formal information as to what to do on a Code Red day via the school's newsletter in both October and February of each year.

CODE RED DAYS:

1. Ararat North Primary School will be closed on days that are determined by fire authorities to be Code Red.
2. Where possible parents will be provided with up to three days' notice of a planned closure following the issue of a Code Red warning by the CFA.
3. Families will be advised of any planned closures through a letter sent home with students as soon as possible prior to a planned closure day. The decision to close the school will be made by 12.00 noon the day before the planned closure. A letter will be sent home immediately following such a decision being made.

Telephone calls direct to families will also be utilised to send this information to parents.

4. Once confirmed, the decision to close **will not change**, regardless of improvements in the weather forecast.
5. No staff will be on site on days when the school is closed.
6. School camps will be cancelled if the area where the camp is taking place is deemed at risk of bushfire.
7. There may also be changes to school bus routes.
8. On these Code Red days families are encouraged to enact their Bushfire Survival Plan.

On CODE RED days children should never be left at home unattended or in the care of older children.

Links:

1. 'Landscaping for Bushfire Prone Areas' DET
<http://www.education.vic.gov.au/Documents/school/principals/infrastructure/bfpronelandsc.pdf>
2. Bushfire Safety Checklist for Victorian Schools DET
https://www.eduweb.vic.gov.au/edulibrary/public/commrel/news/bushfire_safety_checklist.pdf
3. Ararat North Primary School Emergency Management Plan

Evaluation:

This policy is to be reviewed triennially as part of the School Council's review cycle.

This policy was ratified by School Council 2018

Principal

School Council President

Date Ratified: 2018

Review Cycle Date: 2021