

**BUSHFIRE POLICY**

*This Policy was developed and approved by School Council in June 2014, and is amended and reviewed each time there is a change to our Teaching Centres in bushfire prone areas.*

*The Policy and Procedures were reviewed and updated in November 2016, November 2018, November 2019, March 2020, August 2020 and November 2021.*

Our students travel from over 270 schools to attend our after hours Languages programs, which are held in a number of Teaching Centres all over the metropolitan area. Some of our students travel through bushfire prone areas to attend our Languages lessons, and/or to return home after the lesson.

If the area students need to travel through is affected by bushfires or by the threat of bushfires, parents may choose to keep their children home if this is part of the family Bushfire Plan. We urge parents who may be affected to listen carefully to weather reports during the bushfire season. During days of forecast catastrophic fire danger or an actual bushfire, the Department’s Parent Bushfire Information Hotline will be activated: 1800 000 279.

For more information: Department’s Bushfires Website: <https://www.education.sa.gov.au/parents-and-families/safety-and-wellbeing/bushfires>

For students who attend our after hours classes in Teaching Centres in high bushfire risk areas, the following Bushfire Response Procedures apply:

**BUSHFIRE RESPONSE PROCEDURES**

**for classes held at Belair Primary School, Nairne Primary School, Pilgrim School and St John’s Grammar**

**Important contacts:**

<b>Department for Education Emergency Information Hotline</b>	<b>1800 000 279</b>
<b>Department for Education Website</b>	<a href="http://www.education.sa.gov.au">www.education.sa.gov.au</a>
<b>AlertSA website and mobile app</b>	<a href="http://www.alert.sa.gov.au">www.alert.sa.gov.au</a>
<b>SA CFS</b>	<a href="http://www.cfs.sa.gov.au">www.cfs.sa.gov.au</a>
<b>CFS Bushfire Information Hotline</b>	<b>1300 362 361</b>
<b>Emergency Services</b>	<b>000 (112 from a mobile)</b>
<b>South Australian Police</b>	<b>131 444</b>
<b>Radio stations</b>	<b>AM ABC 891, or 5AA</b>
<b>Belair Primary School</b>	<b>8370 3733</b> Contact: Rob Houston
<b>Nairne Preschool - 7 School</b>	<b>8388 6116</b> Contact: Derek Miller
<b>Pilgrim School, Aberfoyle Park</b>	<b>8270 3033</b> Contact: Kristen Heath
<b>St John’s Grammar</b>	<b>8278 2242</b> Contact: Simon McKenzie
<b>School of Languages</b>	<b>8301 4800</b> Contact: Anne Reuter 0407 876 981

**There are 3 levels of bushfire threats that we need to respond to.**

**(Total Fire Bans exist at all three levels):**

- **SEVERE (yellow)**
- **EXTREME (orange)**
- **CATASTROPHIC (red)**

The CFS has been notified of the time and location of our after hours Languages lessons.

The South Australian Police (SAPOL) and the Country Fire Service (CFS) will take charge if a bushfire is approaching; and their instructions **must** be followed. Their general recommendation is that, if a bushfire is approaching, everybody should remain at school unless instructed to do otherwise. Where safe to do so, they will order an evacuation; in this case, their instructions **must** be followed.

Bushfire drills will be conducted at the beginning of Term 1 and Term 4 each year.

**Parents** can help by:

- ensuring contact details and emergency details are up to date
- reading all bushfire information provided through the CFS website
- having a family Bushfire Plan and ensuring that children are familiar with it
- talking to children about what will happen if a bushfire occurs when they are at School of Languages lessons.

### Three Possible Scenarios

<b>Scenario 1: Catastrophic Warning advice</b>	On days of a Total Fire Ban for the Mount Lofty Ranges at the <b>Catastrophic threat level</b> Belair Primary School, Nairne Primary School and St John's Grammar will be closed.
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**Scenario 1:**

- When there is a **Catastrophic (Red) threat level**, whether announced the day before or in the morning, Language lessons at Belair Primary School, Nairne Primary School and St John's Grammar will be cancelled.
- Parents of students enrolled at Belair Primary School, Nairne Primary School and St John's Grammar, will know the school is closed when it is a catastrophic day.
- Parents of students from other schools, and our teachers, will be notified of any lesson cancellations by the School of Languages.

<b>Scenario 2: Fire nearby</b>	Fire reported in the local district. This may be when: <ul style="list-style-type: none"> <li>• a bushfire is burning in surrounding townships, and/or</li> <li>• there is confirmed sighting of nearby smoke or flames.</li> </ul>
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**Scenario 2:**

- When there is a bushfire commencing during the school day, which threatens the general area or the school campus where our after school Languages classes are held, our classes will be cancelled.
- Parents of students enrolled at Belair Primary School, Nairne Primary School, Pilgrim School and St John's Grammar will be advised of the lesson cancellations by their schools.
- Parents of students from other schools, and our teachers, will be notified of the lesson cancellation by the School of Languages.

<b>Scenario 3: Fire threatening the school</b>	<p>Fire is threatening the immediate vicinity or threatening the school. This may be when:</p> <ul style="list-style-type: none"> <li>• CFS broadcasts indicate fire is moving toward the school, and/or</li> <li>• emergency services advise that a fire will impact on the school.</li> </ul>
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**Scenario 3:**

When a bushfire starts while the after hours lessons are occurring, and it is threatening the school, students will be moved to the Bushfire Refuge:

- for Belair Primary School: the School Gym
- for Nairne Primary School: the School Gym
- for Pilgrim School: students remain in the classrooms
- for St John's Grammar: Centre for Creativity

**Students** are to bring with them snacks and water; and any personal medical items.

**Staff and students** will remain in the Bushfire Refuge until the situation has been assessed to be safe by Emergency Services.

**Parents or nominated emergency contact people** may only collect their children if the fire danger has passed and if it is safe to do so, as determined by the CFS.

### Procedures for Teachers in the Event of Scenario 3

**Teachers** ensure they have the following in the Bushfire Refuge:

- mobile phones
- device for marking roll (either laptop or ipad)
- roll class lists and parent contact information
- emergency contact lists
- student health information
- First aid kit and torch

Bushfire Refuges are already equipped with flannels, water containers, fire extinguishers, etc.

Staff from Belair Primary, Nairne Primary, Pilgrim School and St John's Grammar will be available to provide support with the following tasks:

- ensure that all windows and doors are closed, and air conditioning turned off, both in the classrooms being vacated and in the Bushfire Refuge
- fill available containers with water
- check roll and make students comfortable
- check medical records for children with breathing problems
- place all flannels in a container and when wet distribute to students
- ask children to lie face down on floor with wet flannel covering their nose and mouth
- communicate with parents that students are in the Bushfire Refuge
- liaise with Emergency Services (**CFS hotline: 1300 362 361**) and prepare for the arrival and passage of the fire front
- listen to local ABC 891 radio or 5AA for bushfire updates and information
- where safe and possible to do so, turn on all sprinklers and irrigation systems (Belair does not have a roof sprinkler system for the Hall)
- inform the Principal of the School of Languages of the situation.

Be aware that:

- there may be no power
- visibility may be reduced significantly as a result of no lights and the presence of smoke
- the noise of the fire may frighten the children.

Remain calm, as this will help reduce any anxiety and fear on the part of the children.

**ALL** children **MUST** be signed out from the bushfire refuge once declared safe to do so, using the attached proforma. Teachers will remain on duty until all students have been collected.

Class list for signing out students on (insert date here)

Language Class:

Year levels:

Name of Teacher:

Name of student	Name of person collecting student	Signature of person collecting student	Time student collected

Signature of Teacher:

