

Westgarth Primary School is a community of students, staff, friends and family working together to create a diverse, engaging and respectful learning environment.

Rationale

All education and care services in Victoria are required to have an up-to-date Emergency Management Plan (EMP) (referred to as emergency and evacuation policy and procedures under the National Regulations) to ensure the safety of their service community in the event an incident occurs.

It is an expectation that all staff at Westgarth Primary School become familiar with all safety procedures and documents that relate to potential emergencies.

This policy is designed to not only help prevent these situations but also help ensure that all staff are prepared (emergency management plan), can respond appropriately (minimise effect of emergency) and recover.

Actions/ Implementation

Each year the school will use Department of Education and Training guidelines, checklists and templates to update its EMP.

The EMP will be uploaded to the DET portal for review and approval.

The EMP will be enacted in the following situations:

- Building Fire
- Bushfire/Grassfire
- Major External Emissions/Spill (includes gas leaks)
- Intruder/Personal Threat
- Bomb/Chemical Threat
- Bomb/Substance Threat
- Bus Emergency While En Route
- Severe Weather / Storms and Flooding
- Earthquake
- Influenza Pandemic.

Supporting Document:

- Emergency Management Plan

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