

The Kinder Garden



Bush Fire Policy

Aim

The Kinder Garden aim is to have procedures in place for dealing with emergency situations or critical incidents that may arise at the Service, thereby ensuring the health and safety of all persons in, at or near the centre.

Legislative Requirements

Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011
Work Health and Safety Act 2011
Work Health and Safety Regulations 2011

Who is affected by this policy?

Children
Staff
Families
Visitors
Management

Implementation

Ring 000 if immediate threat of fire to Service.

Ring Engadine Fire Brigade for information (02) 9520 2634

Evacuate Service if advised by State Emergency Services.

If there is plenty of time to evacuate before the threat of fire, the Approved Provider/Nominated Supervisor will notify parents to collect their children. If evacuation is necessary, the Approved Provider/Nominated Supervisor will notify police as to where the staff and children are evacuating. Take roll, contact phone numbers and emergency mobile telephone. Advise police of mobile phone number. Take portable first aid kit, portable radio and drinking water.

Safety measures for the Services Building:

- Stuff downpipes and fill gutters with water.
- Turn off electricity.
- Hose outside of building.
- Douse nearby shrubs and grass with water.
- Have a radio and fresh batteries.
- Have a torch with fresh batteries.
- Have a portable first aid kit.
- Close all doors.
- Listen to the radio.

Place children under tables with wet blankets on top and down sides of tables and remain there until fire has passed.

Remain calm and comfort any child showing signs of distress. After assisting children under the shelter, one staff member to check building to be sure all children are sheltered.

The Approved Provider/ Nominated Supervisor will ensure that this policy is maintained and implemented at all times.

Sources

Education and Care Services National Law Act 2010

Education and Care Services National Regulations 2011
Work Health and Safety Act 2011
Work Health and Safety Regulations 2011
Guide to the National Quality Standard 2011
www.rfs.nsw.gov.au 12th December 2016

Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

Reviewed: December 2016

Date for next review: December 2017