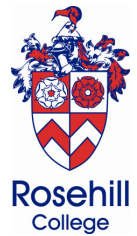


# Emergency Management Policy



## Rationale

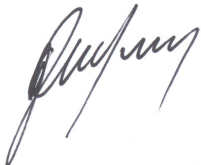
In the event of a disaster, fire etc the school needs to be able to be expeditiously evacuated of all children, staff, and visitors without further endangering lives.

## Purpose

To ensure the whole school community is aware of and practised in the best procedures for safe, rapid evacuation.

## Guidelines

1. All staff to be made aware of evacuation procedures as outlined in the Staff Guide
2. A full evacuation drill to be undertaken at least once a term.
3. All visitors to the school must sign in at the school office. On evacuation visitors and contractors report to the Resource Centre Manager at the student assembly point.
4. The Health and Safety Procedures available on the school Intranet include procedures for Hazard Identification, Injury, Fire and Evacuation, Earthquake, Assault on a staff member, Armed Intruders, School visitors and Crisis Management.



Signed for the Board of Trustees

6 August 2009      Review Date