



AGNES GOODE KINDERGARTEN/OCCASIONAL CARE

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EMERGENCY POLICY

EVACUATION:

- 1. Three Blasts of the Whistle – sounded by staff member pointing to direction of safety. Whistles located by kitchen passage, in First Aid box in shed, in bottom note pocket on veranda.**
- 2. Direct Children to the Staff Member Blowing the Whistle**
- 3. Certified Supervisor Check Building, Collect Roll Book, Phone & First Aid Kit – Indoor staff to also check indoor area is evacuated.**
- 4. Ensure All Persons are accounted for and Proceed to Linde Reserve**
- 5. Call 000 or 112 (mobile) and wait for Clearance to Re-enter the Building**

LOCK IN (INVACUATION) :

- 1. Three Blasts of the Whistle - sounded by staff member pointing to direction of safety. Whistles located by kitchen passage, in First Aid box in shed, in bottom note pocket on veranda.**
- 2. Direct Children All Children To the End Room**
- 3. Certified Supervisor Collect Roll Book, Phone & First Aid Kit**
- 4. Lock All Doors, Close Folding Door, Close Blinds and Remain Low**
- 5. Call 000.
Do Not Leave Room or Send Messages Until Clearance is given**

EMERGENCY CONTACT NUMBERS

Emergency: 000 or 112 (from mobile)

Police Assistance: 131 444

SES: 133 677

ETSA: 131 366

SA Water: 8207 1300

Poison Information centre: 131 126

Below are related documents for further information:-
<http://www.crisis.sa.edu.au/pages/EM05/flowcharts/>

REVIEWED: TERM 1 2015

DATE FOR NEXT REVIEW: TERM 1 2016

AUTHORISED ON BEHALF OF GOVERNING COUNCIL: *K Wiseman, Director*