



KINGSTON COMMUNITY SCHOOL

BUSH FIRE ACTION PLAN

South Australia's fire danger season generally commences on 1st November each year and concludes on 30th April the following year.

Kingston Community School is located in the Lower South East Fire District

The school has a plan in place to keep children safe in the event a bushfire threatens the school.

The plan includes:

- Bushfire preparation audit
- Managing vegetation or reduce fuel loads on and around the school
- Updating our emergency management plan and bushfire response plan
- Understanding bushfire risks and ratings
- Managing risks on excursions and/or camps
- School closures
- Bus travel modifications

BUSHFIRE PREPARATION AUDIT:

Site leaders undertake an annual risk assessment and are required to undertake any remedial action identified with a reasonable time.

VEGETATION MANAGEMENT:

The school undertake regular grounds maintenance to reduce and remove potential bushfire fuel sources on and around the school throughout the year.

An annual tree audit is conducted and identified hazardous trees removed.

BUSHFIRE SHELTERS AND LAST RESORT REFUGE:

Kingston Community School gymnasium has been identified as a bushfire shelter. A bushfire shelter can provide short-term shelter from the immediate life-threatening effects of a bushfire impacting upon a school.

When required, clear signage will be displayed to notify staff, students, contractors and visitors of the location of the designated bushfire shelter.

Orientation for staff and students must be undertaken no later than 3 weeks prior to the commencement of the fire season and again within the first 3 weeks of Term 1 to ensure familiarity with the location.

A kit of 'emergency supplies' is stored in the bushfire shelter.

A fully stocked first aid kit is stored in the bushfire shelter. (This is to be checked/restocked at start of each term)

Student and staff medications must be listed and stored in a manner as to be easily transported in event of an emergency.

Student lists and contact details will be made available at the bushfire shelter. Manual sheet for signing in and out.

Cape Jaffa Marina is the designated last resort refuge. A last resort refuge is a space identified by the Kingston District Council to provide a place of relative safety during a bushfire to community members.

BUSHFIRE RESPONSE PLAN:

Refer to KCS Emergency Management Plan for details.

Triggers for enacting the Bushfire Response Plan will come via either:

Community Fire Service or Department of Education (regional office)

Alarm for evacuation: intermittent siren

COMMUNICATIONS:

The school will use a variety of communication methods to contact parents or to notify them of serious incidents. Site leaders will ensure that approved communication templates are preloaded or prepopulated onto school messaging systems for parents and caregivers.

BUS AND TRANSPORT SERVICES:

If a day of Catastrophic Fire Danger is announced for the following school day, buses will not run. Parents are required to consider family safety and transport their own children to school if desired.

If a catastrophic day is advised on the morning on 7:00am news, buses will run.

If the school are advised of a fire impacting on a bus route, the school will advise parents of any delay, diversion or cancellation to a service.

Bus drivers will be provided with sufficient training and instruction to enable them to respond appropriately when encountering a bushfire during the course of their journey. Standard Operating Procedures must be developed that cover messaging and communication, preferred course of action and contingency plans.

PERSONAL BUSHFIRE SURVIVAL PLANS:

All staff should develop their own personal bushfire plan.

Staff seeking to be absent from work on a day of extreme or 'catastrophic' fire danger have a responsibility to provide a clear indication of the circumstances under which they intend to exercise their PBSP so that forward

planning can be included in the school's bushfire response plan (This should happen at the start of Term 3 – well ahead of the fire season).

Staff travelling throughout the fire danger season must complete an appropriate risk assessment, taking into account the prevailing conditions, fire danger rating for the given area and any other relevant factors.

Staff are expected to attend work in the usual manner on total fire ban days (including 'catastrophic' fire danger days) unless the school has been authorized to close or there are grounds to believe that the journey would place the staff member in harm's way. If staff elect not to travel to work, they must apply for personal leave via EIK or negotiate alternate working arrangements.

CAMPS AND EXCURSIONS:

If conducting a camp or excursion in a bushfire prone area during the fire danger season, staff need to identify the nearest safe bushfire shelter locations, including campsite, nearby schools etc.

Inform parents of the procedures the site will adopt on total fire ban days or in the event of a fire. This should be done when parental consent is sought for the proposed camp or excursion.

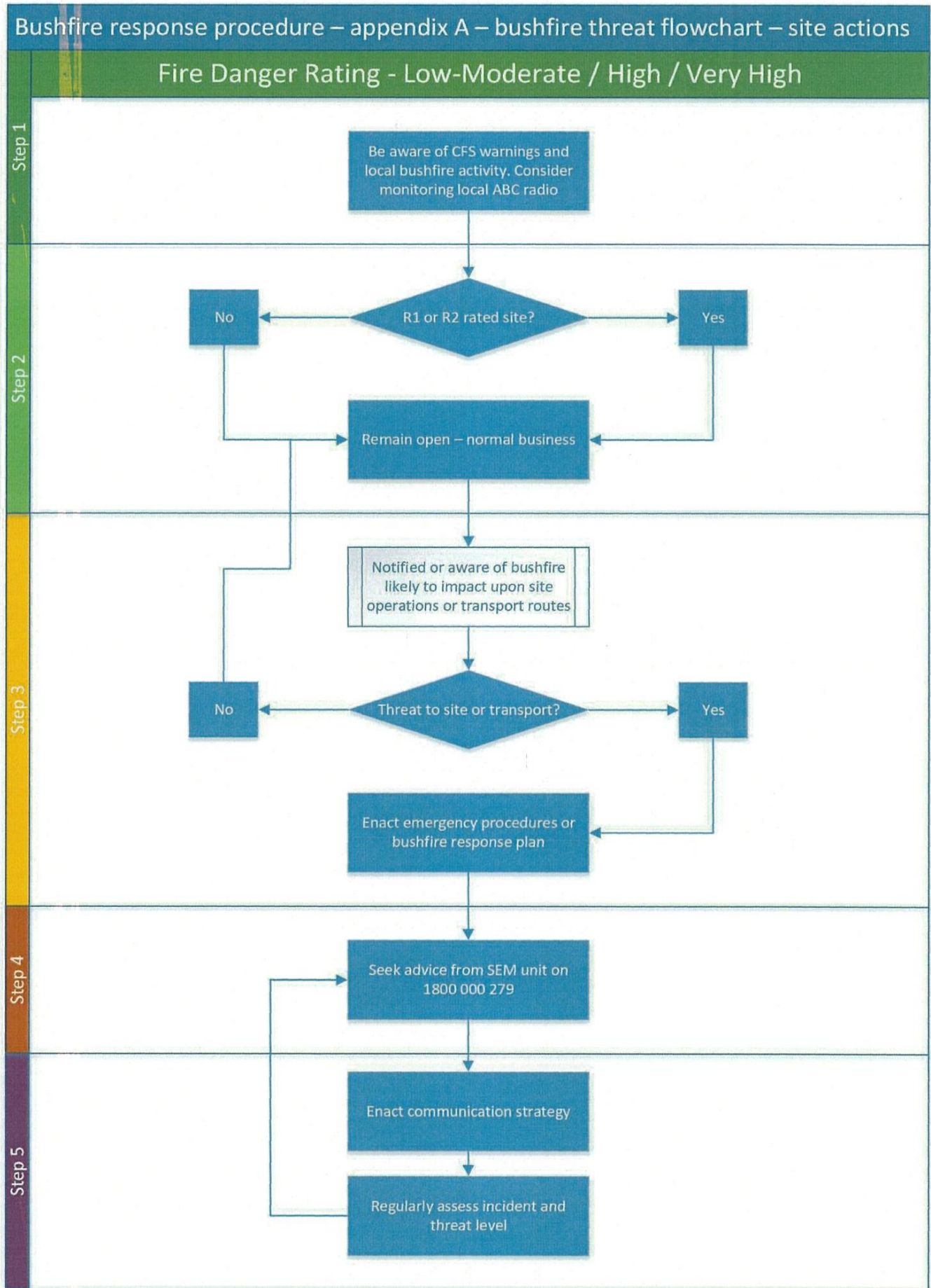
Instruction to be given to all participants about fire precautions, restrictions on lighting of camp fires in the open, total fire bans in national parks, procedures in the event of a fire and the location of firefighting appliances. Identify a prearranged fire alarm signal and instruct participants to report to staff member in charge at the camp's predetermined safe area immediately on hearing the alarm

Use a battery powered radio to listen to local bushfire warnings and advice from fire authorities.

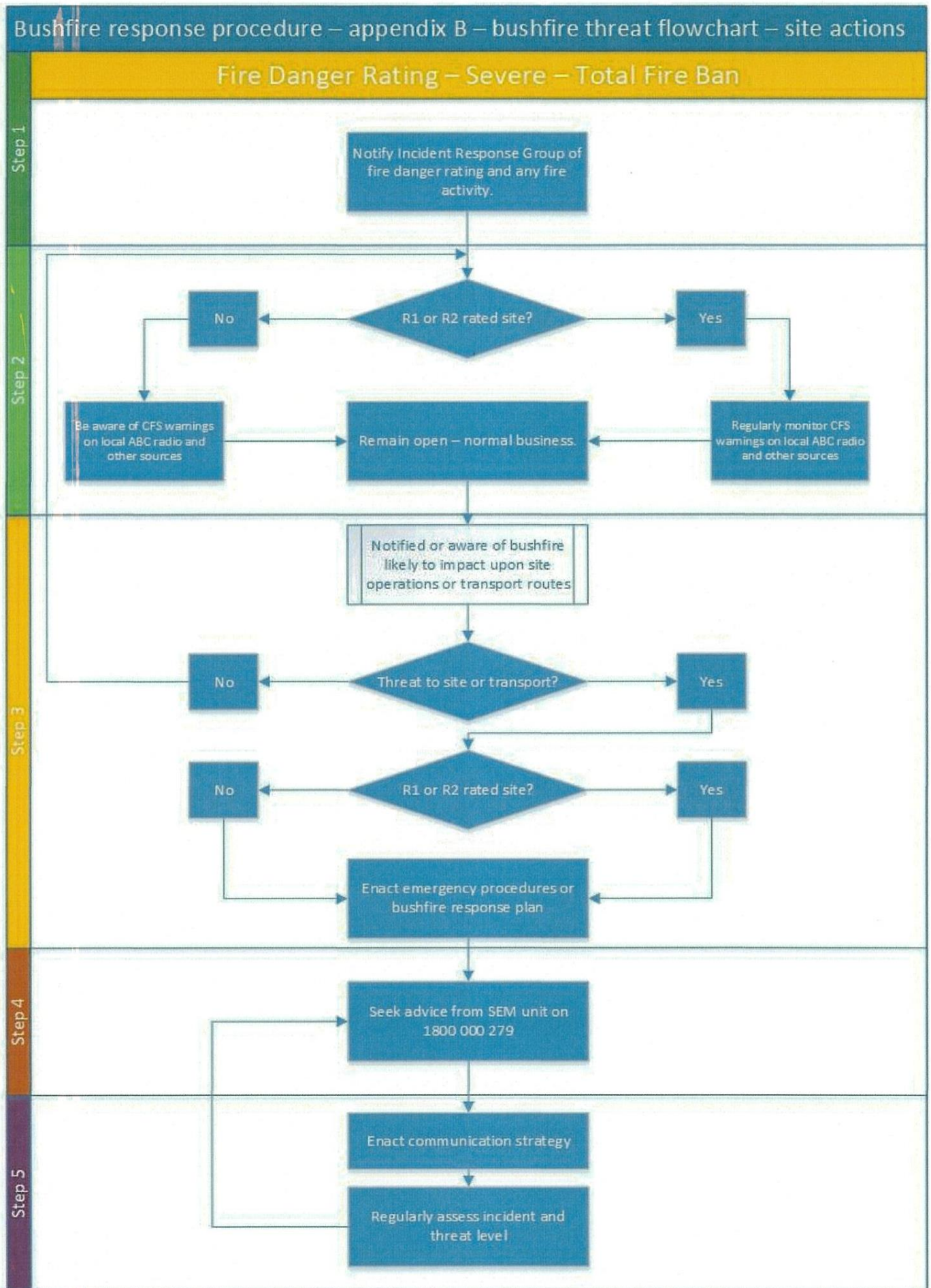
On a declared total fire ban day, or when a fire is burning in the area, all trips will be cancelled.

If already on camp, close contact with the CFS is to be maintained, particularly if a fire is burning in the area. Be prepared for advice from an authorized emergency services officer to evacuate to a safe area.

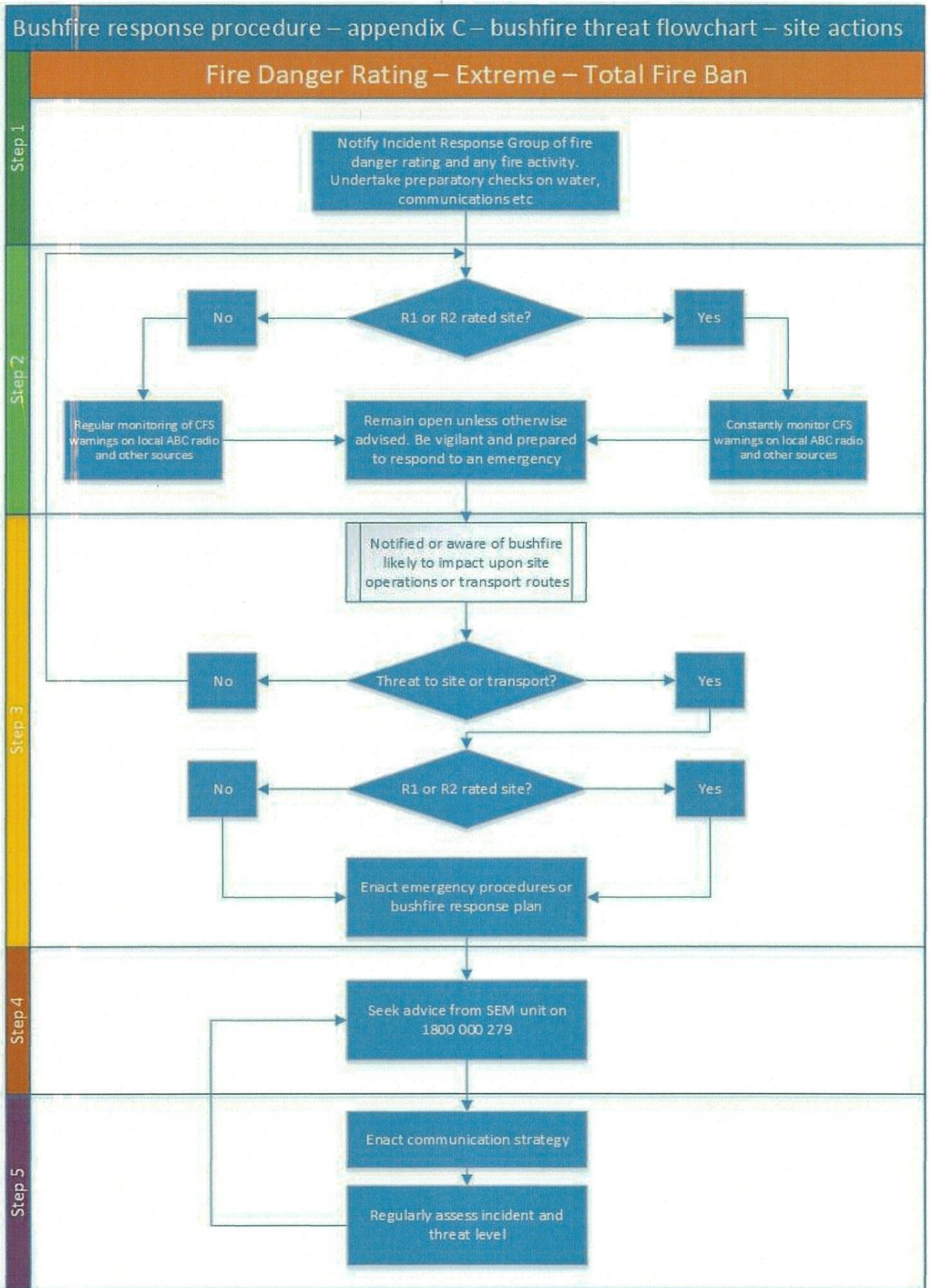
Bushfire threat flowchart A



Bushfire threat flowchart B



Bushfire threat flowchart C



Bushfire threat flowchart D

