

# Gumeracha PS

## OSHC & VACATION CARE

### Bushfire Refuge Plan Summary (as at Oct 2024)



**Trigger Points to prepare for movement to a Bushfire Refuge.**  
 CFS INFORMATION AND WARNING MESSAGES - broadcast on local ABC radio/internet sites/email notifications etc. indicating a fire is moving towards Gumeracha  
 Local EMS team advise that a bushfire is likely to impact the site  
 We are advised that a bushfire is burning in the local district bounded by:  
 - Cudlee Creek/Lobethal Rd  
 - Lobethal Rd/Mount Torrens Rd  
 - Mt Torrens Rd (between Mount Torrens and Birdwood)  
 - Cromer Rd/Lucky Hit Rd/Martin Hill Rd and Hill Rd (to the north of Birdwood and Kersbrook)  
 - South Para Rd (between Kersbrook and Cudlee Creek)  
 There is confirmed smoke/flames sighted

Nominated supervisor will:	Assistant will:	Children will:	Families will:
<ul style="list-style-type: none"> <li>Call Lyndsey immediately 0401 403 118</li> <li>Monitor CFS website on high fire danger days</li> <li>Listen to ABC broadcast via battery operated radio</li> <li>Be alerted to seek refuge through trigger points (this may be self-administered or advised by non site contacts)</li> <li>Contact groundsperson via telephone if on site</li> <li>Gather necessary items to take to refuge</li> <li><b>Turn off any aircon systems, close windows &amp; doors</b></li> <li>Communicate with SEM &amp; CFS officers</li> <li>If able to do so, end text communication to families of need to collect children OR not</li> <li>Keep accurate records of children released to families</li> <li>Stay in attendance until directed to leave by ED/SEM</li> </ul>	<ul style="list-style-type: none"> <li>Collect basic supplies that will keep students occupied (pencils, paper, books, toys and games)</li> <li>Collect personal equipment incl: phone and keys</li> <li>Ask students to fill up their drink bottles and collect their belongings</li> <li><b>Close all windows and doors before you leave</b></li> <li>Line students up in an orderly manner &amp; move to the refuge</li> <li>Once at the refuge: call roll to ensure students are all present</li> <li>Set children up in refuge area and help them to remain calm</li> <li>Stay in attendance until directed to leave by Leader/SEM</li> </ul>	<ul style="list-style-type: none"> <li>Collect their bags, lunchboxes and drink bottles</li> <li>Line up to move to the refuge</li> <li>Stay in the refuge unless told by an adult to leave or collected by a family member as per policy</li> </ul>	<ul style="list-style-type: none"> <li>Heed advice from the staff re: if it is safe to travel or not</li> <li>Collect their children in line with the policy</li> <li>Refrain from making calls IN to the school to allow phone lines to be clear for outgoing calls</li> </ul>

Incident controller: Lyndsey	Operation Officer: Lyndsey	Communication officer: Bron	Safety Officer: Bron	First aid officer: all
Satellite phone: 0147 140 922	Bushfire phone:	DFE Security & Emergency: 1800 000 279 (SEM)	Local fire station: 8389 1000	
SAPOL: 131 444 Local: 8389 1007	CFS hotline: 1300 362 361	SAPN: 131 366	Gum Hospital: 8209 9200	
ED: Marg 0414 913 398	Para Hills office: 8314 4000	Lyndsey: 0401 403 118	Birdwood High School: 8568 5100	
Kayla: 0424 412 401	Mandy: 0491 906 213	Abby: 0466 895 885	Bron: 0416 121 710	

<p><b>FOOD and WATER</b></p> <ul style="list-style-type: none"> <li>Staff/children should take own food to refuge</li> </ul> <p>Drinking water contingency plan:</p> <ul style="list-style-type: none"> <li>All students are asked to fill their own bottles before moving</li> <li>If lose mains water, there are 2x 20 litre containers</li> <li>Rainwater tank can be accessed adjacent to gym if absolutely necessary</li> </ul> <p>Ablutions:</p> <ul style="list-style-type: none"> <li>Urination into toilets as normal even if flushing is non-operable</li> <li>Portaloo – only to be used for solids if flushing is non-operable</li> </ul>	<p><b>STAFF/STUDENT ATTENDANCE RECORDS</b></p> <ul style="list-style-type: none"> <li>Attendance records and sign in/out logs kept on desk by door and should be taken to the refuge with</li> </ul>	<p><b>RELEASING STUDENTS TO FAMILIES</b></p> <ul style="list-style-type: none"> <li>Only parents or emergency contacts on the school/OSHC/Vac Care records can collect students</li> <li>All students are to be signed out as per normal procedures. Check ID if you are not familiar with the person collecting the student</li> <li>If parents/emergency contacts cannot attend to collect children, they stay under the supervision of staff until such time that they reach us</li> <li>No unauthorised collection of children permitted</li> </ul>
<p><b>ANIMALS</b></p> <ul style="list-style-type: none"> <li>Chickens to be released from yard if safe to do so</li> <li>Sheep to be released from yard/moved if at all possible</li> </ul>	<p><b>SATELLITE PHONE, HALL KEYS, RADIO ETC</b></p> <ul style="list-style-type: none"> <li>Should be given to OSHC at the end of Term 4</li> </ul>	

Items admin to take to refuge include: (but not limited to)	If smoke present:
<ul style="list-style-type: none"> <li>Emergency contact details, lists and records</li> <li>Satellite phone and charger, battery operated radio</li> <li>Keys including hall key bag and PA key</li> <li>First aid bags and student medications (incl. those in the safe) and defibrillator from office area</li> <li>Bushfire management plan from OSHC pin board (by door)</li> </ul>	<ul style="list-style-type: none"> <li>Ensure refuge windows and louvres are shut</li> <li>Turn off evaporative cooling and minimise movement of students/staff</li> <li>Use towels/blankets stored in tubs to block smoke from coming in through gaps in doors and windows</li> </ul>