



St John's College

EMERGENCY MANAGEMENT

RATIONALE

The effective and efficient management of emergency incidents is critical to the safety and well-being of students, staff and College visitors, as well as essential in minimising damage to College property.

About the College

Location:

St John's College

21 Railway Place West

Preston, Victoria AUSTRALIA 3072

Phone: (03) 9480 5300

Fax: (03) 9480 4314

Email: info@stjohnspreston.vic.edu.au

Neighbouring emergency resources:

Preston Police Station

Street Address: Roseberry Avenue

Suburb: Preston

State: VIC 3072

Phone: (03) 94796111

Fax: (03) 94796169

Preston Fire Brigade

Station12

471 Bell Street, Preston

Phone: 000

Metropolitan Ambulance Service

Phone: 000

PANCH Medical Centre

300 Bell St

Preston, VIC, 3072

Phone:(03) 9485 9000

Fax: (03) 9485 9010

AIMS

To provide a safe environment for all, irrespective of a variety of emergencies which may occur.

IMPLEMENTATION

- The College is required to maintain a current Emergency Management Plan (EMP) which clearly describes how the College will respond during an emergency to ensure ongoing safety of staff, students and visitors.
- The emergency management plan will be developed in consultation with local emergency services and all staff.
- Safety of staff, students and visitors will always be the prime focus of the emergency management plan.
- Adequate counselling and trauma support will be a feature of the plan.
- One pre-announced and one unannounced emergency evacuation drill involving local emergency services (if available) will occur each year as a minimum.
- All emergency or criminal activity in which the safety or well-being of staff or students is at risk, or where there is a threat to property, must be reported immediately to the Principal/Leadership members once all other appropriate action has been taken.
- Incidents which occur during school hours, during camps, excursions or outdoor adventure activities, which occur during travel to or from College, involve the media, or issues for potential negligence or legal liability must also be reported to Principal/Leadership team or Teacher in charge.
- The buildings exits are continuously kept clear of obstructions.
- Assembly points are appropriately designated within the
- There is access to facilities and grounds for emergency vehicles.
- The College will regularly manage materials that may easily be ignited around buildings and facilities, by safe storage of flammable materials and by scheduled monitoring and removal of materials that may be easily ignited (branches overhanging buildings, debris and rubbish around and under the buildings including gutters, dry grass and vegetation)

EVALUATION

The Emergency Management Plan will be reviewed annually and after each unannounced emergency evacuation drill or immediately after any significant incident.