

Dapto Bush Fire Management Plan

NATURE OF HAZARD

Since Dapto school has been established on the current site there have been no fires. The Fire Brigade and NSW Rural Fire Service are responsible for responding to fires in NSW.

When is the bush fire danger period?

The bush fire danger season generally runs from 1 October until 31 March annually however the NSW Rural Fire Service Commissioner may, dependent upon conditions, alter this period in any Local Government Area. During the bush fire danger period, a number of additional restrictions apply, such as requiring a permit to undertake certain types of burning in the open.

Risk factors

Bush fire prone areas are those where there is available bush fire fuel (combustible material) which means that the area may be subject to bush fire attack. These are generally areas consisting of or close to bush fire hazards such as forests or woodlands. Dapto Public School has been identified as being in a bush fire prone area (whether in a rural or urban area) there is a risk that your workplace may be affected by bush fire, particularly during the spring and summer months. Please note this does not take into account grassland bush fire hazards.

Prevention strategies

Before the bush fire season:

- Review and update your emergency management plans to ensure that appropriate emergency response strategies are in place which can be implemented in the event that the school is threatened by bush fires.
- Review Bush Fire Evacuation Plan. This plan should be included as part of the schools overall Emergency Management Plan as an attachment, including in the Department's online in case of emergency system;
- Conduct fire drills;
- Arrange for contractors to clear gutters of dry leaves and other debris;
- Ensure that all items that may be flammable such as door mats and garbage skips are locked or put away prior to leaving the school premises unattended;
- Have firebreaks maintained and garden rubbish, native shrubs and tree branches kept well clear of buildings;

- Liaise with emergency service agencies about emergency procedures or vegetation management in the vicinity of the school and any other issues that are appropriate;
- Ensure staff are familiar with bush fire response procedures at a staff meeting in early October (start of Term 4) 2012.
- **Working with the local emergency management committee** - NSW Rural Fire Service and NSW Fire and Rescue as they work with the Local Emergency Management Committees to plan for managing bush fire risk and activity.

RESPONSE

When a fire risk is issued the following actions should be undertaken:

- **Check** the spare batteries for the portable radio
- **Listen** to the local radio station and/or monitor the NSW Rural Fire Service for information about bush fire activity or fire danger ratings.

What is a fire danger rating?

A Fire Danger Rating (FDR) is the predicted fire behaviour on a given day if a fire was to start. It is calculated based on the combination of air temperature, relative humidity, wind speed and dryness of the landscape. At the lower end of the scale, Low – Moderate FDR means that a fire will not burn, or will burn so slowly that it will be easily controlled. At the upper end of the scale, a Catastrophic FDR means that a fire will burn so fast and hot that it is likely to be uncontrollable. During the bush fire danger period, the Bureau of Meteorology issues fire danger ratings each afternoon for the following day. These ratings are aligned to the 21 fire areas across NSW.

What do the ratings at the higher end of the scale mean?

An extreme fire danger rating means that conditions are such that if any fire that starts and takes hold will likely be uncontrollable, unpredictable and fast moving with flames in the tree tops and higher than roof tops. Thousands of embers will be violently blown in and around buildings causing other fires to start and spread quickly, up to 6km ahead of the main fire.

At the upper most end of the scale, a catastrophic fire danger rating means that any fire that starts and takes hold will likely be uncontrollable, unpredictable and very fast moving with highly aggressive flames extending high above tree tops and buildings. Thousands of embers will be violently blown in and around buildings causing other fires to start and spread quickly, up to 20 km ahead of the main fire.

Powers of the State Emergency Operations Controller

If there is an imminent risk to schools or TAFE, the State Emergency Operations Controller may issue a written direction under Section 61 of the *State Emergency and Rescue Management Act 1989* to temporarily close an education facility.

- **Ensure** the emergency kit is ready to use.
- **Where there is a threat of bush fire, schools are to contact emergency services and seek urgent advice. They should then, where required, implement their Emergency Management Plan with respect to bush fire, where possible, in consultation with emergency services.**

Protecting students and staff:

- **Discuss** (Principals) specific circumstances with local emergency services agencies and their school education director to determine whether they need to temporarily cease operations, or in the case of a school, relocate.
- **Notify** all staff and students of the fire emergency
- **Ensure** staff know bush fire evacuation procedure. **K- 2 assemble in the Library.**
3- 6 assemble in the Hall.
- **Students with medical conditions**
 - immediately advise parents to pick students up from school and leave site at first available time. Should parents be prevented from picking up students with medical conditions. Staff should:
 - Check availability of medication
 - Alert SES of student with medical needs for evacuation

Students remain on school grounds until picked up by parents.

- **ALL PARENTS & CARERS TO COMPLETE EARLY LEAVERS NOTICES.**
- **PARENTS/CARERS PICKING UP/TAKING NEIGHBOURS CHILDREN REQUIRE ORAL / WRITTEN PERMISSION.**
- **SHOULD BUSES BE UNABLE TO ACCESS DAPTO STUDENTS REMAIN AT SCHOOL UNTIL THEY ARE TAKEN BY THEIR PARENTS OR BUSES ARE ABLE TO ACCESS ROADS.**

Staff with medical conditions leave site at first available time using safest route.

• **Classes to be supervised using wet weather roster.**

- Teachers should mark roll of students who leave school early with an adult due to bush fire.
- Rolls (containing parent contact and medical alerts) taken to the hall to check the number and names of students remaining safely at school.
- Rolls (containing parent contact and medical alerts) should be copied or sent to administration to facilitate communication between parents, SES and DET. Medical evacuations or removal of special needs students can be communicated to the appropriate authority.
- Staff leave school grounds immediately all students have been picked up by parents.

Staff designated to remain on site to assist with emergency actions if required.

Protecting property:

- Check the availability of resources required to undertake emergency actions
- Ensure critical records are safe.

RECOVERY ACTIONS

Undertake the following actions:

- Listen to the local radio station and do not return until the SES and DET has advised that it is safe
- Have utilities checked

Protecting people:

- Take the advice of emergency services before entering premises. An assessment by emergency services should include but not be limited to:
 - Structural safety of buildings
 - Safety of electrical and gas supplies and equipment
 - The potential for slips, trips and falls particularly with mud and water
 - Sharp debris
 - Manual handling and lifting hazards
- Clean up in accordance with OHS procedures e.g. wear protective clothing including enclosed, waterproof, non-slip footwear and waterproof, puncture resistant gloves

Restoring operation:

- Decide when to re-open the workplace, in consultation with local emergency services
- Implement procedures to resume workplace activities, which include arranging counselling and support to those affected by the incident
- Review the emergency management plan.

FURTHER INFORMATION

- Contact your local SES or [NSW State Emergency Services](#)

Principal/Deputy Principal Bush Fire Procedures

In the event of local Bush Fire the following procedures apply:

- Consult SES & DEC on Bush Fire situation
- Alert teachers of situation.
- Contact local radio station.
- Contact Premier Illawarra.
- Administration staff to check list of students with priority medical needs to alert parents immediately.
- Check list of teachers (medical needs) who need to leave immediately.
- Notify teachers and other staff members of bush fire emergency advise staff to evacuate students to:
 - K -2, Wattle and Banksia classes to the Library with class list and class Emergency contact/Medical list.
 - 3-6 to the hall with class list and class Emergency contact/Medical list.
- Support staff to assist evacuation of students where needed.
- Core group of teachers willing to stay, in the library and then hall with remaining students.
- Parents may take students home early from classroom – after completing an Early Leavers Note (held by the teacher). Teachers to mark all leaving students off on class list.
- Inform SES of students remaining with medical conditions.

Contact List

- **NSW Rural Fire Service Bush Fire Information Line 1800 679 737 (24hours)**

- The Department is required to notify the State Emergency Operations Centre immediately if a school is closing. If a school or TAFE college or campus is directed to temporarily close by emergency services personnel, or a decision is made in conjunction with the school education director (or institute director for TAFE) to relocate or temporarily cease operations due to local bush fire activity, principals or their nominees must immediately notify:
 - **Marnie O'Brien, Director Workplace Health and Safety, 0402 352 949, or**
 - **Stan Zabkar, Acting Director, Safety and Security on 0422 006 963.**
- **Schools or TAFE should then notify their school education director in accordance with the Department's Incident Notification Procedures:**

https://detwww.det.nsw.edu.au/policies/administrative/reporting/incident_reporting/implementation_1_PD20070362_i.shtml?query=incident.

- **SED**

- **Local Radio Stations**

WaveFM 4274 5444 or 4275 2965

i98FM 4223 4198

ABC 4224 5000

- **Premier Illawarra 4271 1322**

Fire -Early Leavers Note

Students Name: _____ Class: _____
Date: _____ Time: _____
Signed (Parent/Caregiver): _____

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Date: _____ Time: _____
Signed (Parent/Caregiver): _____

Bush Fire Procedures

In the event of a Bush Fire the following procedures apply:

- **An announcement will be made by the local radio stations that a school evacuation is taking place.**
- **The Principal will notify staff by message**
- **Teachers and support teachers to take students**
- **To the Library K-2, Wattle & Banksia with class list and class Emergency contact/Medical list**
- **To the hall Years 3-6 with class list and class Emergency contact/Medical list**
- **Parents may take students home early from the Library and Hall – after completing an Early Leavers Note (held by the teacher). Teachers to mark all leaving students off on class list.**
- **If your class is with a RFF teacher, please take your clipboard to the library or hall to meet with the class.**
- **If you are an RFF teacher, please take the class to the library or hall to meet teacher with class.**

