

ST PATRICK'S CATHOLIC SCHOOL
NAG 5 – HEALTH & SAFETY
CIVIL DEFENCE EMERGENCIES POLICY

RATIONALE:

A Civil Defence emergency may occur while the children are at school.

PURPOSES:

1. To lay down clear procedures the school will follow in the event of a CD emergency.
2. To ensure the school is ready to meet its responsibilities towards the children and their families in an emergency.

SCENARIOS:

1. An **impending** emergency –
If there is sufficient warning of an impending emergency, the parents will be requested to either a) keep their children at home
b) come and collect them.
2. A **sudden** emergency –
The remainder of this policy deals with the procedures the school will take in the event of a sudden emergency. The likely emergencies in this category are a severe earthquake or major volcanic eruption.

Therefore, these procedures are based on the scenario of a severe earthquake or eruption causing sufficient damage to disrupt communications, making most buildings uninhabitable or causing the surrounding school environment to be unsafe.

ASSUMPTIONS:

1. Children are at school.
2. There is a successful evacuation from the buildings, but a large number of children are suffering cuts and bruises and a degree of shock. There may be a few broken limbs.
3. It may be a cold wet winter's day.
4. Some help will be available from neighbouring adults within 5 mins.
5. Children may have to stay overnight before being evacuated.
6. Either the hall or the Church will be capable of providing shelter.
7. There will be no electricity or telephone. Cellphone communication only.

SCHOOL'S ROLE:

1. To ensure the safety of the children by –
 - a) Treating any injuries within the limits of its resources.
 - b) Providing shelter and supervision for up to an overnight stay.
 - c) Communicating our status and needs to the Civil Defence Authorities.
 - d) Ensuring all students are present and accounted for. A laptop will be used if convenient.
Common sense will prevail.

If the children are at school when the emergency occurs, the Principal will be responsible for the welfare of the children until such time that –

- i) A child's caregiver arrives at the school and personally takes custody of their child.
- ii) The Civil Defence Authority evacuate them to a safe place.

The school will not attempt to communicate with caregivers. Caregivers must communicate with the school – cellphone available on site.

CONCLUSION

This policy is to be read in conjunction with the school's evacuation and emergency procedures.

Prepared: April 1998
Board of Trustee Approved: May 1998
Reviewed: August 2004 / June 2007

Signed: _____
Chairperson Board of Trustees

Date: _____