



NAPPERBY BUSHFIRE SCHOOL BUILDING EVACUATION PLAN



On the signal of alternating 3 short, 3 long bell blasts, all people on site move to the Bushfire refuge building (front office)

Classroom/School Buildings Bushfire Evacuation Plan

School staff receives phone call from front office that they have been ordered to initiate their Bushfire Action-Plan - please follow instructions below:

1. Locate emergency roll in building
2. School staff organise students in your building - if they have their water bottles available, they can bring them with them
3. Close classroom doors and windows and turn off air conditioners on leaving
4. **Move to the Bushfire refuge building (front office). Walking only, do not run.**
5. Check student roll when seated in Bushfire Refuge and report to Principal/Fire Warden
6. Prepare persons sheltering in the Bushfire Refuge for the arrival and passage of the bushfire front by assisting all to remain calm
7. Wait for the all-clear message from SAPOL or CFS.
8. Extinguish small fires in or near the Bushfire Refuge **if safe to do so**