




What to do in the event of local bush fire activity

Information for parents and carers



Menai High School

	<h3>ADVICE ALERT</h3>		<h3>WATCH AND ACT ALERT</h3>		<h3>EMERGENCY WARNING ALERT</h3>
<p>A bush fire has started, there is no immediate danger, our school will:</p> <ul style="list-style-type: none"> ▪ Update student rolls and account for early leavers/absences in our school system ▪ Monitor air quality and adjust school activities accordingly i.e. if smoke affected cease outdoor activities ▪ Monitor Fire Danger Ratings, <i>Fires Near Me</i> app, <i>Live Traffic NSW</i> app and local ABC Radio ▪ Parents/carers will be kept informed via Menai High School Facebook page and website 		<p>There is a heightened level of threat and bush fire conditions are changing, in addition to the Advice Alert procedures:</p> <ul style="list-style-type: none"> ▪ If possible, we will alert parents/carers the day before via Menai High website, Facebook page and SMS. If the district is affected by heavy smoke, consider keeping students with an Asthma Plan at home. ▪ Parents/carers stay updated using the <i>Fires Near Me</i> app, <i>Live Traffic NSW</i> app and/or listen to local ABC Radio ▪ School will take action to prepare i.e. provide regular updates of bush fire activity to all occupants and prepare bush fire emergency equipment ▪ We will liaise with Health and Safety, Sutherland Fire Control Centre for support and advice. If required, we will take action to implement our <i>Bush Fire Emergency Management and Evacuation Plan</i> 		<p>This is the highest level of bush fire alert.</p> <p>Our school will take action to implement our <i>Bush Fire Emergency Management and Evacuation Plan</i></p> <p>We will continue liaising with our Director, Health and Safety Directorate, Sutherland Fire Control Centre and keep parents/carers informed of all actions taken by the school</p>	

SHELTERING PROCEDURES

In the event of an approaching bush fire threatening our school premises within 2 hours, our primary action is to **SHELTER IN PLACE**

- All occupants will be relocated and accounted for at our designated refuge
- Parents/carers **DO NOT COME TO THE SCHOOL** we will be safely sheltering in place and keeping all staff and students calm through activities and games.
- It's important that parents/carers take measures to activate your family [Bush Fire Survival Plan](#)
- We will continue to keep you informed via Menai High School website, Facebook page and SMS

EVACUATION PROCEDURES

We will be evaluating the safety of all staff and students, with the Sutherland Fire Control Centre and Health and Safety Directorate, throughout the bush fire event. If the threat is increasing it may be determined that it would be safer for all persons to evacuate to our designated refuge. If an **EVACUATION** is to occur we will:

- Immediately inform parents/carers via Menai High School website, Facebook page and SMS
- Safe transportation will be coordinated to relocate all persons to our designated evacuation refuge
- Information will be provided all parents/carers and arrangements will be made for the safe pick up of all persons from the designated evacuation refuge