

# OSHC WILDFIRE (BUSHFIRE) ACTION POLICY

(ratified by management Sept 2021)

All schools in the Adelaide Hills are required to have a defined policy and clear procedures to be implemented in case of wildfire.

**IF THE SCHOOL IS CLOSED DUE TO CATASTROPHIC GUIDELINES –  
OSHC ALSO WILL BE CLOSED.**

**Bellevue Heights PS is not in the closure zone for catastrophic fire days**

**Also, refer Bushfire Action Plan (school version)**

**Level 1 – a day of extreme fire danger**

**Level 2 – a fire is threatening our area**

**Level 3 – a fire is actually threatening the school.**

## **1. RELEASE OF CHILDREN**

**Level 1** On days of extreme fire danger, parent/guardian or authorised adults may collect children from OSHC at any time during a session.

**Level 2** We will not release children if we know a fire is burning in or threatening the district unless parents or authorised adults come for the children.

Please do not phone the school or OSHC if at all possible, to keep the phones free for emergency service use. Children will not be released on a phone call request.

In circumstances **L1 & L2** we will only release children to parents/guardians or those authorised adults on the Parent Authorisation Form. The onus for notifying changes to these forms is on the parents/guardians. This must be done in writing – no phone messages will be taken as authority.

## **2. PROCEDURES: - for Level 2 & 3**

Children will remain in the Activity Room or OSHC designated area at the time.

In the case of a fire actually threatening in the school, children will remain in the Activity Room until the fire has completely passed and then be evacuated to the safe refuge. This being Manson Oval (designated by the Eden Hills CFS).

At the discretion of the director, staff with homes/property in the fire area may be allowed to proceed to their property if the correct staff/ratio allows. Remaining staff to assist in total supervision. In the case of the director having to remain on site it would be reasonable to expect the family and pets of the director to remain on site if their home is threatened and needs to be evacuated.

At all times the School Principal is in ultimate control. In the absence of the Principal, the director will take control.

**NOTE: DAYS OF EXTREME FIRE DANGER & CATASTROPHIC CATEGORY DAYS** are days of extreme fire risk with high temperatures and gusty winds. It is announced by authorities on the radio and TV.

**In 2017, Mitcham Council delegated Manson Oval as “Last Safe Refuge” for all local residences.**

***Please return the Parent Authorisation Form only to the OSHC Director.  
Keep the copy of the Action Plan for your reference.***