



# Katoomba Public School

## SNOW & BUSHFIRE EMERGENCY PROCEDURE

### BEFORE SCHOOL STARTS

- ❖ Listen to the radio for weather updates- 96.1FM, 702AM or 89.1 2BLUFM between 7.00am and 9.00am.
- ❖ Check [Katoomba Public School Facebook page](#) and our school [parent app](#) for updates
- ❖ Check the school's website for updates [www.katoomba-p.school@det.nsw.edu.au](http://www.katoomba-p.school@det.nsw.edu.au)
- ❖ **If snow has fallen or there is a threat of fire, please don't send children to school in the morning.**
- ❖ Please do not leave children at school until you confirm that teachers are supervising. The school's phone number is 4782 1226.

### DURING THE DAY

#### Evacuation Procedures - From school grounds

**If you think an evacuation may be imminent please come and collect your child. Teachers will mark class lists as children leave.**

School is contacted by Emergency Services to signal that evacuation is necessary. A notice will be put up on the school's website, Facebook page and parent app. Parents/carers will be emailed. **Please do not call the school to see what's happening. We have a limited number of phone lines and these will need to be available for us to contact parents.**

If the bus company are sending buses to pick up students, bus children will pack up and move to D Block to await buses.

School staff will telephone parents of bus children to ensure there will be supervision for each child when they get off the bus.

**Children will not be put on the bus if parent or nominee cannot be contacted.**

After the initial rush is over, remaining children will be brought together and will go to the library. Children can be collected from there.

**Please ensure that your child is signed out so we can track every student.**

Staff will then ring parents or emergency contacts of all remaining children.

Staff will be evacuated if possible. The school will ensure there is adequate staff supervision for remaining students in a safe location decided by the Principal in conjunction with Emergency Services.