

Katoomba Public School

SNOW & BUSHFIRE EMERGENCY PROCEDURE

BEFORE SCHOOL STARTS

- ❖ Check the school's website for updates: katoomba-p.school@det.nsw.edu.au
- ❖ Check Katoomba Public School's [Facebook page](#) or your School Bytes Parent Portal for updates
- ❖ Listen to the radio for weather updates between 7.00am and 9.00am: 96.1FM, 702AM or 89.1 2BLUFM
- ❖ **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, but please check the website, Facebook or Parent Portal first to keep phone lines free.

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.

The school will be contacted by Emergency Services to signal that evacuation is necessary. A notice will be put up on the school's website, Facebook and Parent Portal. You will also receive an email and a text message advising that an evacuation is necessary and requesting that you come and pick up your child. **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 is sending buses to pick up students, bus children will move to D Block to await buses. School staff will telephone parents of bus children to ensure that there will be supervision for each child when they get off the bus.

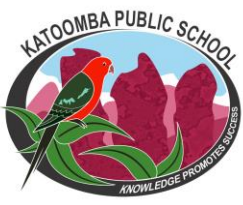
Children will not be put on the bus if parent or nominee cannot be contacted.

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 contact 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.



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