

Riverina Environmental Education Centre

Bushfire Plan 2020-2021

Riverina EEC is a **category 1 bushfire school** and will not operate on days of Catastrophic fire days. Local decisions on Extreme fire days will also be considered by the principal.

The primary response is to **evacuate** if there is a bushfire activity in the area

- Remain calm
- Monitor 'Fires Near Me' and 'Secured Communications Apps'
- Call triple zero (000)
- Contact the bus company (Number in here)
- Call the Incident Support Hotline on 1800 811 523 (option 1)
- Principal will activate emergency response decide to evacuate to
 - Home School for visiting staff and students
 - Ashmont Public School for Riverina EEC
- Principal or delegate will notify the school/s on site and the Director Educational Leadership
- The teachers - take mobile phone, students take bags (if there is time), assemble in the (REEC)top carpark for roll call. Then move to lower carpark adjacent to the admin building and recount for all their students prior to leaving the REEC
- School administration Manager - take emergency kit that includes (but not limited to) first aid kit, contact lists, EMP and provisions
- Once at the offsite evacuation point, seek further guidance from emergency services and follow their advice. Students return to their schools.
- Do not return to Riverina Environmental Education Centre until site clearance given by Asset Management

If fire imminent and you do not have time to evacuate.

Remain calm - call triple zero (000) and advise them that all people on site will shelter in place in either

- Bottom classroom – Greenwood Centre (B00A) or
- Wagga Research Centre Admin Block

Account for everyone onsite - take emergency kit, phone and hose – make others calls as above

Key contacts:

Chief Warden - Principal – Darron Watt 0428370277

Deputy Chief Warden – Teacher – Danyelle Scrivener 0408 164987

First Aid Officer - School Administration Manager – Jacqui Massey 0428 312612