

## Procedures During Bushfire Emergencies



St Francis Xavier College has in place appropriate procedures for dealing with situations of High Risk during the days of Total Fire Ban.

### **Student Attendance on Days of Total Fire Ban:**

Unless directed otherwise, the College will be operating as normal throughout the school year. While attendance is encouraged, parents are advised to use their discretion as to whether or not their child/children attend school on days which are predicted to be extreme and consequently, High Risk. It is essential that parents who choose to keep their children at home do notify the College of this situation.

### **If there is an outbreak of fire close to the College:**

Should there be an emergency which threatens student well being at either Campus the students are moved, under teacher supervision, to safe zones within the College grounds or to safe zones off site. At all times the safety of our students remains our highest priority. If there is no danger to students, or once the danger has passed, classes will operate as usual.

### **Travel to & from school:**

Students travel to the College from areas which have experienced bushfire danger- Bunyip, Garfield, Tynong, Tynong North, Maryknoll, Gembrook, Cockatoo, Pakenham Upper, Officer, Upper Beaconsfield, Guys Hill and parts of Narre Warren.

If, during the course of the school day, a fire emergency develops in one region to which our buses run, the following protocol will operate:

- Students who travel to or through an area which is under threat will not leave the Campus. Parents of those impacted will be contacted.
- Students will be assembled and supervised by College Staff members. If necessary, meals will be provided.
- In cases which are extreme it may be necessary for students to remain on-campus overnight. Again, this will be supervised by College personnel; meals, shower facilities and bedding will be provided.

### **Student Dismissal on days of Total Fire Ban:**

Students will only be dismissed from school at usual times if:

- The fire situation is deemed 'safe'.
- Their usual method of transport is deemed to be reliable at this time.
- Collected from the College by their parent(s).

Please Note: no student will be dismissed into the care of any adult other than his or her parent.

### **Contact Details:**

College Telephone: (03) 9707-3111 (Beaconsfield Campus)  
(03) 9702-6588 (Berwick Campus)  
(03) 5943-3600 (Officer Campus)

College website: [www.sfx.vic.edu.au](http://www.sfx.vic.edu.au)

CFA Updates: [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)

Bushfire Information Hotline: 1800 240 667