



Emergency and Evacuation – Policy

The safety of everyone in our care is foremost in our thinking. A plan has been developed for each site on which SpringDale activities take place. The plan is very similar at each site and the procedures are almost identical.

Each room or group has a supervisor, group leader or tutor. The equipment for each area is the same. This is to ensure a consistent, planned considered response to any emergency or evacuation.

An evacuation is held regularly by each group / class to ensure that processes are followed and understood and that life is preserved. The start of term is an appropriate time to practice these skills.

Each Tutor / Group Leader is responsible for getting their group to the assigned evacuation spot during an emergency and evacuation situation.

At SpringDale, during office hours there will be an Incident Controller and 2IC. The 2IC will ring 000 and then go to the evacuation point to wait for incoming SpringDale people to arrive. The Incident Controller will check the building for all groups and individuals signed in on the casuals sign in sheet and then head to the evacuation spot.