

Faith Lutheran College Bushfire Policy



Rationale

The safety of students, staff and visitors is of paramount importance. The 'Faith College Bushfire Policy' details a planned management strategy in the case of fire threatening the College, local communities or areas where staff and students travel to and from. In particular, the Faith College Bushfire Policy details the planned management strategy concerning...

- bus travel to and from the College (Faith buses, DECD buses and Link SA buses)
- private travel to and from the College (staff and students)
- excursions and camps
- bushfire safety on the Faith College campus

In February 2010, Faith College engaged the CFS to conduct an assessment of the bushfire risk for Faith College. This assessment determined the site and surrounding landscape to be of **low risk**. As a result, Faith College will not close on days declared **catastrophic**.

As detailed in this policy, Faith College reserves the right to...

- cancel bus travel on catastrophic days
- cancel bus travel on non-catastrophic days where there is deemed to be a risk to safety
- cancel bus travel to areas with no fire activity, but where the bus travels through an area declared catastrophic or presents risk
- retain students at Faith College for parent/caregiver collection until the perceived threat has passed
- release students to nominated alternate care

Emergency Services Contacts

- CFS Emergency 000
- CFS Hotline [fire information] 1300 362 361
- Police - Nuriootpa: 8568 6620
 Eudunda: 8581 1100
 Kapunda: 8566 2266
 Mt Pleasant: 8568 2023
 Williamstown: 8524 6288
 Gumeracha: 8389 1007
 Woodside: 8389 7277

College Emergency Phone Contacts

- (08) 8561 4200 / (08) 8561 4201 / (08) 8561 4295 (**dedicated info line**)
- Principal, Steven Wilksch mobile: 0407 721 835

Communication

As part of the planned bushfire management strategy, the predominant communication with College families will occur through SMS, the College website and the dedicated College info line (08) 8561 4295.

College families should be aware that the College reserves the right to cancel any and all bus travel regardless of the presence of fire activity. **Given that Faith College is located in the Mount Lofty area, if a catastrophic day is declared in Mt Lofty, no students will be permitted to travel home by bus.**

In the event that communication with families is not possible (power outage, no phone services etc), the College will enact this policy and contact parents/caregivers as soon as is practicable.

Communicating that a catastrophic day has been declared

Normally the declaration of a catastrophic day will occur between 4pm and 6pm on the day preceding the catastrophic day. If this declaration is made during College opening hours, and if this information is provided to the College, then Faith College will notify parents via text message. Families should not rely upon Faith College to be the sole source of communicating the declaration of a catastrophic day.

Ultimately it is the responsibility of each family to ascertain if the 'next day' has been determined as catastrophic. If this is the case, then each family should enact their bushfire survival plan which includes deciding if your child/children will be permitted to travel to the College by bus. Families are reminded that some bus operators will still run on catastrophic days, while others won't – so it is imperative that families have a plan to avoid the risks of children being left at bus stops when buses may not be running. Further in this policy, advice is provided to parents/caregivers concerning which buses may run on catastrophic days.

On the **day that has been declared catastrophic**, Faith College will...

- notify all staff and families via SMS (as soon as is practicable) that a catastrophic declaration has been made. The SMS will confirm which bus routes will be cancelled (Receptionist, Principal's PA, Bus Coordinator)
- update information on website (Director of Community Relations/ Publications Officer)
- update College Infoline (Receptionist/Principal's PA)

In the case that a catastrophic day be declared **during the school day** (after students have arrived) or where Faith College determines there to be potential risk to students travelling on bus services, the College will...

- notify all staff and families via SMS. SMS will confirm which bus routes will be cancelled (Receptionist/Principal's PA/Bus Coordinator)
- update information on the website (Director of Community Relations/ Publications Officer)
- update College Infoline (Receptionist/Principal's PA)

Bus travel on a day declared as catastrophic

Faith College students travel on DECD, Link SA and Faith owned buses. The following outlines the procedures for all bus services / operators / services.

While the following details the procedure for bus travel on days declared catastrophic, College families are reminded that Faith College reserves the right to cancel services where there is a perceived risk to students, even if the day has not been declared catastrophic.

DECD Bus travel

DECD operate the following services-

- Cockatoo Valley/Lyndoch
- Gomersal/Bethany
- Lyndoch
- Rowland Flat

On days declared catastrophic, it is the policy of DECD to cancel all bus services.

LINK SA Bus Travel

Link SA operate the following services-

- | | |
|---|---|
| <ul style="list-style-type: none">• Birdwood/Mt Torrens• Cambrai• Eudunda• Freeling/Marananga• Gawler• Gawler via Williamstown | <ul style="list-style-type: none">• Kersbrook• Lobethal• Nuriootpa/Ebenezer• Saddleworth• Tanunda Loop• Tarlee |
|---|---|

Parents and caregivers should be aware that Link SA provides a public service (accepts paying passengers – not just students). It should be anticipated that Link SA will often run services even on a catastrophic day. Parents and caregivers will need to determine if they will permit their own child/ren to travel **to the College** on a Link SA bus

(on a catastrophic day).

Parents and caregivers should be aware however, that despite the Link SA services operating in the morning, if a catastrophic day has been declared, (or if there is a potential threat), **Faith College will not permit students to travel home on Link SA buses.**

Faith Bus Travel

Faith College does not operate bus routes, however does use its own buses for the purpose of excursions, camps and transporting students to College sanctioned events and activities.

Where it is known that a bushfire is likely to threaten part of a route, bus drivers, under no circumstances, should depart the College before obtaining clearance from the Principal.

Where unexpected bushfire threatens a bus in transit, no attempt should be made to drive along roadways obscured by smoke or flame, unless a clear direction to do so is given by a Fire Control Officer. In the event that no direction is received the driver should...

- reverse the route, return to a safe refuge and notify, as soon as possible, the Principal, Bus Coordinator and local emergency service
- immediately designate a staff member to monitor conditions and communicate with College and relevant authorities.

Fire Districts

Students that attend Faith College generally live within three fire districts; these being Mount Lofty, Mid North and Murraylands. (See attached map or visit www.cfs.sa.gov.au)

As a general rule, the following applies...

Declaration of catastrophic day in the **Mount Lofty** area (which includes much of the Barossa) will see the cancellation of...

- all buses

Declaration of catastrophic day in **Mid North** will see area will see the cancellation of...

- Eudunda
- Freeling/Marananga
- Gomersal/Bethany
- Nuriootpa/Ebenezer
- Saddleworth
- Tarlee

Declaration of catastrophic day in the **Murraylands** will see the cancellation of...

- Cambrai
- Eudunda

Bus Routes by Operator and Districts

Route	Operator	Mt Lofty	Mid North	Murraylands
Birdwood/Mt Torrens	LinkSA	X		
Cambrai	LinkSA	X		X
Cockatoo Valley/Lyndoch	DECD	X		
Eudunda	LinkSA	X	X	X
Freeling/Marananga	LinkSA	X	X	
Gawler	LinkSA	X		
Gawler via Williamstown	LinkSA	X		
Gomersal/Bethany	DECD	X	X	
Kersbrook	LinkSA	X		
Lobethal	LinkSA	X		
Lyndoch	DECD	X		
Nuriootpa/Ebenezer	LinkSA	X	X	
Rowland Flat	DECD	X		
Saddleworth	LinkSA	X	X	
Tanunda Loop	LinkSA	X		
Tarlee	LinkSA	X	X	

Alternate Student Collection and Accommodation (for bus travelling students)

In the event that bus travel is cancelled and students remain at the College, Faith College will...

- require students to be picked up and signed out by parents/caregivers
- only release students to an alternate carer if express permission has been given by parents (written note, phone call, or as nominated on the 'Alternate Student Collection and Accommodation' form)
- endeavour to maintain contact with families

In the event that students remain at the College, the following roles have been assigned. Nominated staff are required at the College until released by the Principal...

- Principal – communication with emergency services / media
- Student Services Staff, Principal PA – communication with families (sign in and out students / release students to alternate carers)
- Receptionist – manage phones
- Community Relations, Marketing and IT staff – manage website, info line, social media
- Wellbeing Coordinators and Leadership Team – student supervision and management in BACC
- Canteen staff – student catering /care
- Teaching staff who are able to remain at the College are encouraged to do so

(Any staff member responsible for the above roles who is unable to be at the College on a catastrophic day must advise the Coordinator Administration who will reassign duties to another staff member. Reassignment of duties must be 'like for like'. For instance, a Wellbeing Coordinator replaced with a year level teacher.)

Parent/Caregiver Responsibilities

- ensure Faith College has up to date parent/caregiver contact information (mobile, email etc.)
- complete the Alternate Student Collection and Accommodation form as a matter of priority
- take steps to determine if a catastrophic day has been declared
- have a bush fire plan that includes knowing in advance what you will do on a catastrophic day in relation to whether your children will be going to school or staying home. Inform the College of your decision
- talk to your children about your bushfire plan
- be familiar with this policy
- monitor radio station ABC891 on a battery operated radio
- respond to a decision made by Faith College to cancel bus services and therefore arrange collection of children from Faith College

Student and Staff Drivers

The South Australian Government recommends that residents leave a catastrophic fire risk area the day before the risk day and not return until after the risk has passed. The government also recommends that residents do not travel on a catastrophic day.

Students

Students who drive to and from the College should not do so on a catastrophic day. If a Catastrophic day is declared during the school day, staff from Student Services will notify student drivers they will not be permitted to drive until contact with parents/caregivers has been made and permission given.

Staff

On catastrophic days, staff in affected areas may elect not to attend Faith College (leave without pay). Any staff member named in this policy who is absent must ensure the Daily Organiser is made aware of their role (in regard to this policy) so that a replacement can be appointed.

Circumstances whereby the College would 'lock down' and prevent all students from leaving

In the event that a bushfire was to threaten the immediate community (including surrounding towns), Faith College reserves the right to 'lock down' and retain all students after the official school day has concluded. In this case parents/caregivers would be notified by SMS and would be required to collect students when safe to do so.

Bushfire Safety on the Campus

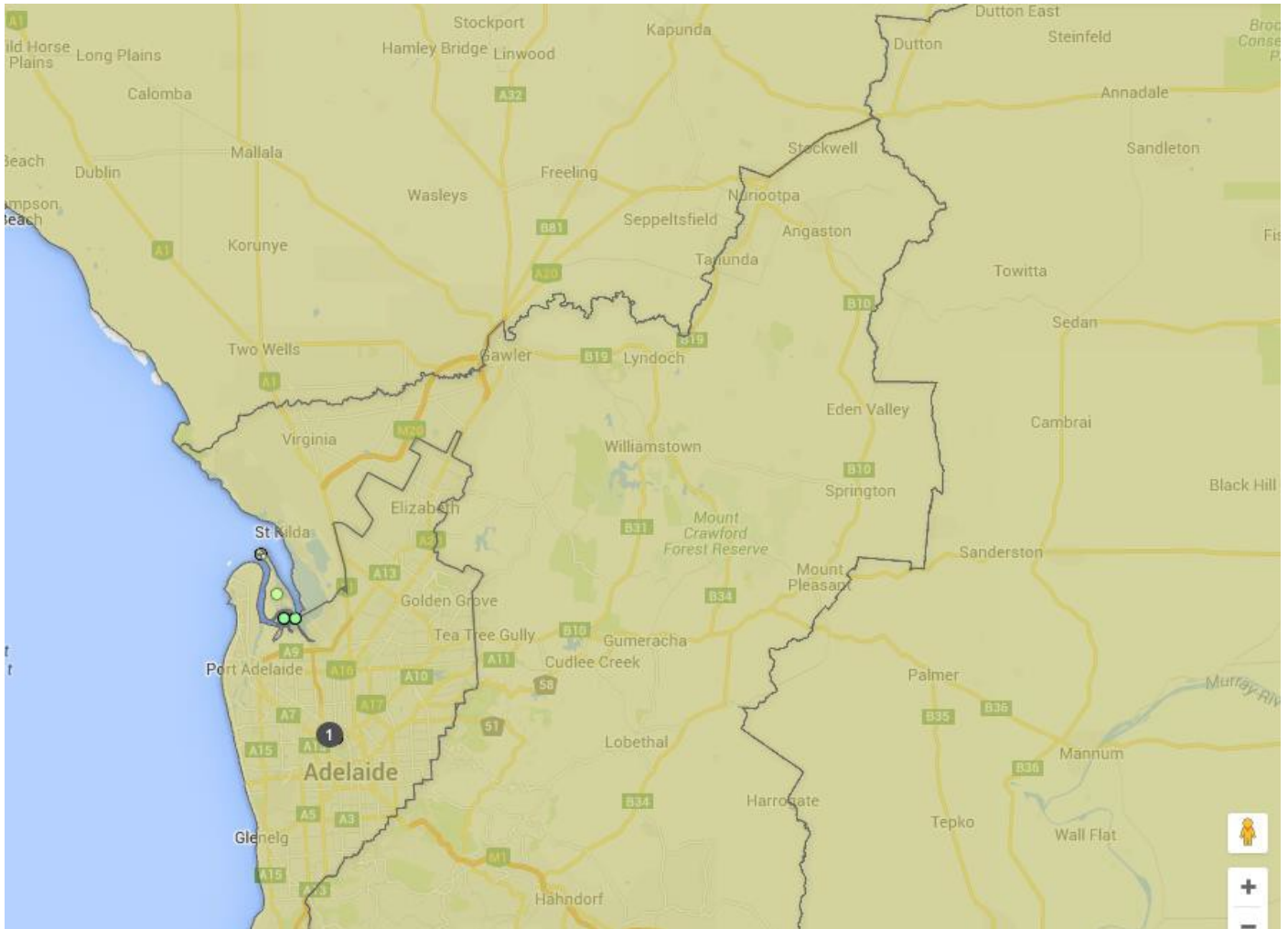
The College is located within the Mt Lofty Ranges fire ban district and the official fire danger season usually runs from 1st December to 30th April. The area around the College is substantially cleared and the fire history in the area is limited. The designated fire refuge building is the Barossa Arts and Convention Centre (BACC).

APPENDIX

- District Map
- Alternate Student Collection and Accommodation form

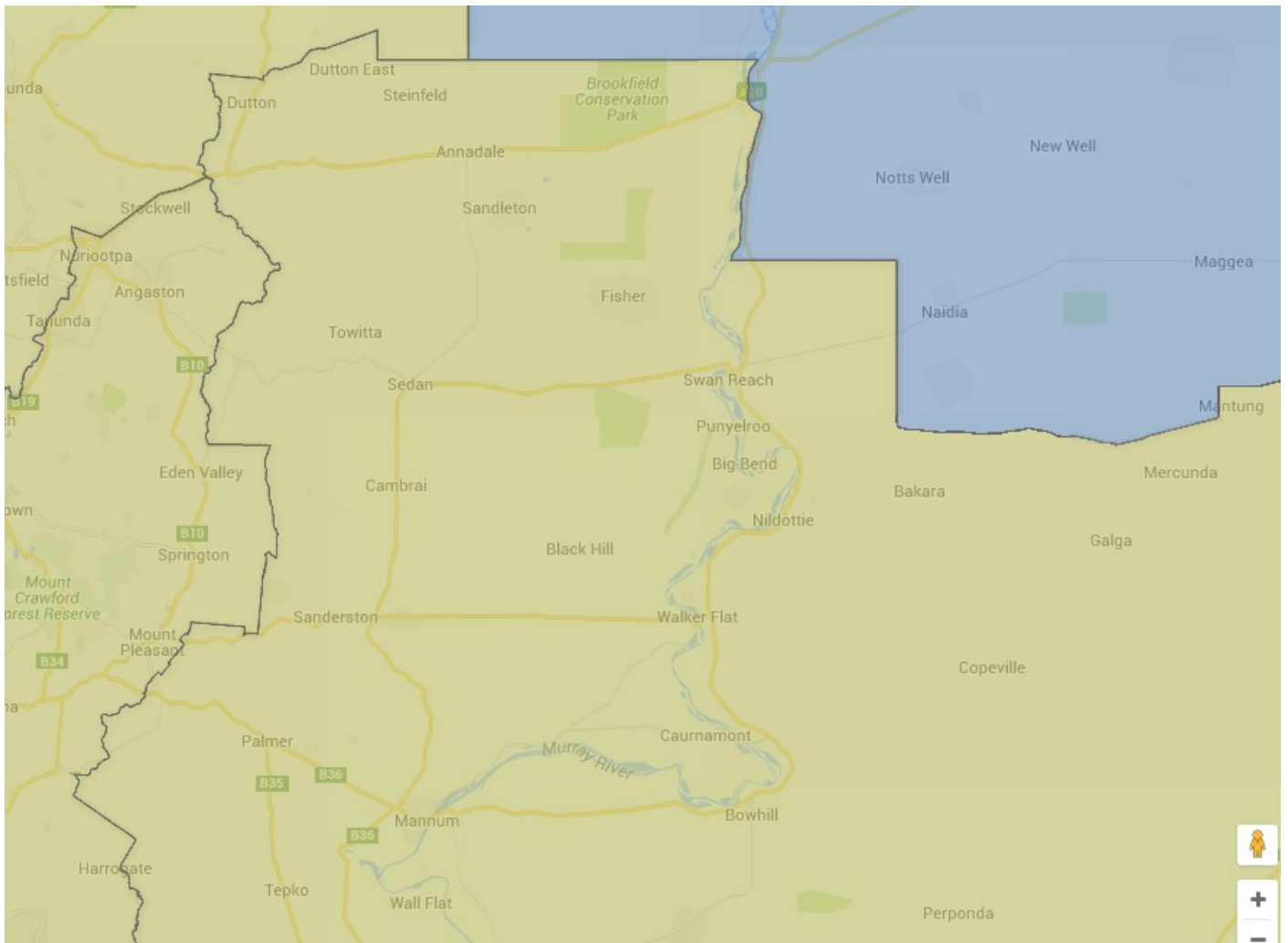
DISTRICT MAPS

Mount Lofty Ranges Fire Ban District (ML Ranges)



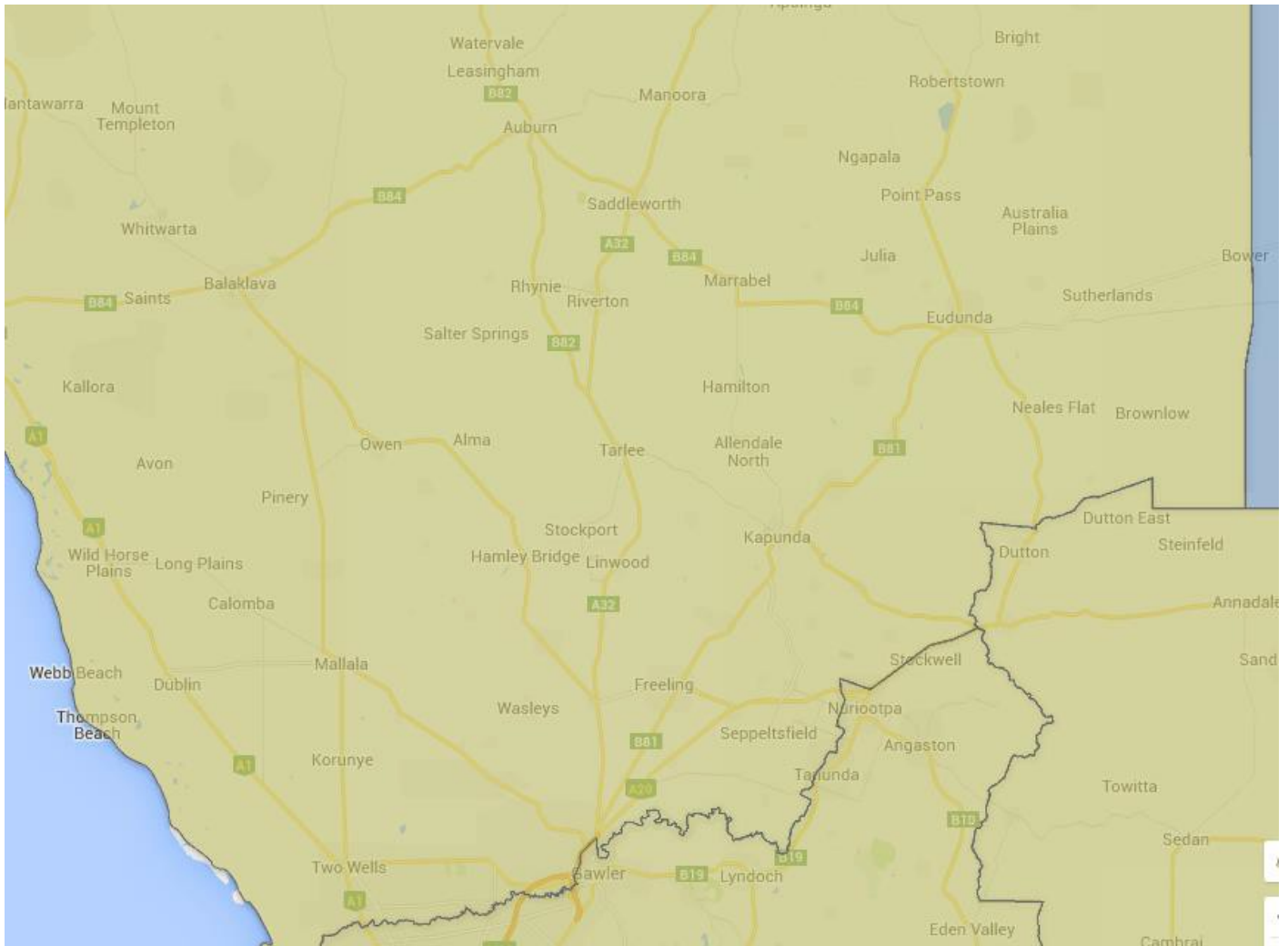
Fire Ban District runs along South to North, along from Harrogate, Mt Pleasant, Eden Valley, up to Truro, then down to Nuriootpa, Tanunda, Lyndoch, Gawler, Virginia, down to St Kilda, then up around Elizabeth, then along the border around Tea Tree Gully, Campbelltown etc.

Murraylands Fire Ban District



The Murraylands district runs South to North along through Harrogate to Cambrai, back of Eden Valley, through Keyneton to Truro, up to Dutton, then West to Paisley, then South towards Swan Reach then West to Mantung.

Mid North Fire Ban District



The Mid North District runs East West from Two Wells, to Gawler, to Rosedale, up to Nuriootpa, Stockwell, behind Dutton, to St Kitts and along towards Bronlow.

Alternate Student Collection and Accommodation

This form is required for every student at Faith College who travels on a bus – regardless of frequency. Please return to Student Services

Student Name: _____ Year Level: _____ Village Care Group: _____

I am a passenger on the following bus run: (please tick):

- | | | |
|--|--|---|
| <input type="checkbox"/> Birdwood/Mt Torrens | <input type="checkbox"/> Freeling/Marananga | <input type="checkbox"/> Lyndoch |
| <input type="checkbox"/> Cambrai | <input type="checkbox"/> Gawler, Gawler via Williamstown | <input type="checkbox"/> Nuriootpa/Ebenezer |
| <input type="checkbox"/> Cockatoo Valley/Lyndoch | <input type="checkbox"/> Gomersal/Bethany | <input type="checkbox"/> Rowland Flat |
| <input type="checkbox"/> Eudunda | <input type="checkbox"/> Kersbrook | <input type="checkbox"/> Saddleworth |
| | <input type="checkbox"/> Lobethal | <input type="checkbox"/> Tanunda Loop |
| | | <input type="checkbox"/> Tarlee |

Siblings at Faith-Name	Year Level	Village Care Group

Siblings at other schools-Name	School

In accordance with the Faith College Bushfire Policy, there may be occasions when students are not permitted to travel home via bus. In this case, the College requires parents/caregivers to provide the details of **two alternative accommodation providers**, who can provide care for your child/ren after school if unsafe to travel to your home.

It is recommended that the alternative accommodation provider is in an area that is regarded by the CFS as a safer settlement or bushfire safer precinct that can be **safely accessed from the College**. Details of safer settlements or precincts are available at www.cfs.gov.au

Parent/Caregiver Name(s): _____

Residential Address: _____

Preferred Mobile Contact Numbers: _____

Alternative accommodation on a Catastrophic Fire Day- this is your authorisation that your student(s) may be in the care of this person after school if unsafe to travel to your home.

Name of Contact Person: _____

Phone Number: _____ **Mobile Phone:** _____

Address: _____

Name of Contact Person: _____

Phone Number: _____ **Mobile Phone:** _____

Address: _____

If buses cannot travel and families are unable to access alternative accommodation, students will be supervised at Faith College until it is safe for them to be collected.

Signature Parent/Caregiver: _____ **Date:** _____

STAFF ROLES AND RESPONSIBILITIES

TASK	NAME	POSITION
Communication with emergency services/media	Steve Wilksch	Principal
Monitor CFS website	Allan Daddow Pauline Sachse Lachie Gierke Adam Grieger Steve Grieger Ivan Muster Steve Wilksch Jo Buck	Bus Coordinator Exec PA ICT Manager ICT Business Manager Coordinator Administration Principal BACC/ Community Relations
Identify catastrophic day and bus route cancellation (liaise with principal and Principal's PA)	Allan Daddow	Bus Coordinator
SMS communication with families in event of catastrophic day and bus route cancellation	Nerida Harris Julia Nobes	Principal's PA Receptionist
Manage Phones	Julia Nobes	Receptionist
Update College Infoline	Julia Nobes Lachie Gierke Adam Grieger Nerida Harris	Receptionist IT Support IT Support Principal's PA
Update College Website Update Social Media	Jo Buck / Sharon Leadbeater Lachie Gierke Adam Grieger	BACC / Community Relations/Marketing ICT Manager IT Support
Release students to alternate carers	Nerida Harris Karen Lambert / Cath Koch Teresa Roocke	Principal's PA Student Services Student Services
Provide Student Care Catering	Karen Lambert Teresa Roocke Bianca Saegenschnitter	Student Services Student Services Canteen
Monitor Student Driver	Karen Lambert Teresa Roocke	Student Services Student Services
Student Welfare/Supervision and Management in BACC Foyer	LEADERSHIP TEAM Wellbeing Leaders	
Foyer Management	BACC Staff	
Manage Buses in Transit (Liaise with Bus coordinator and Principal in event of unexpected bushfire threatening Faith Buses in transit)	Allan Daddow	Bus Coordinator
Teaching staff who are able to remain at the College are encouraged to do so		