

BUSH FIRE POLICY

Bushfires are an inherent part of Australia's environment. Bushfires can significantly impact on lives, property and the environment. The basic factors that determine whether a bushfire will occur include the presence of fuel, oxygen, and an ignition source. The intensity and speed the bushfire will spread depends on the current temperature, fuel load (fallen bark, leaf litter, small branches), fuel moisture (dry fuel will burn quickly, damp or wet fuel may not burn at all), wind speed, and slope angle.

Emergency management arrangements for fire safety, differ within each state and territory and are determined by the State Emergency Services or combined emergency service agencies.

Regulations 97 and 168 (2) of the Education and Care Services National Regulations require that every early childhood education and care service in Australia has an emergency and evacuation policy and procedure which includes:

- a risk assessment to identify the potential emergencies that are relevant to the service;
- instructions for what must be done in the event of an emergency and evacuation procedures;
- an emergency and evacuation floor plan, and
- the rehearsal of emergency and evacuation procedures once a term and once during vacation care.

This policy outlines the strategies and procedures the Service will adhere to in the event of a bush fire, including information about Service closure during an emergency evacuation, and forms part of our Service's **Emergency Management Plan (EMP)**. The EMP records the emergency management arrangements to ensure every reasonable precaution to protect children, staff, and visitors from harm and hazard is always maintained.

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2	Safety	Each child is protected.
2.2.2	Incident and emergency	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.

QUALITY AREA 7: GOVERNANCE AND LEADERSHIP		
7.1.2	Management Systems	Systems are in place to manage risk and enable the effective management and operation of a quality service.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS

12	Meaning of serious incident
51	Conditions on service approval (safety, health and wellbeing of children)
89	First Aid Kits
93	Administration of medication
97	Emergency and evacuation procedures
98	Telephone or other communication equipment
168	Education and care services must have policies and procedures

PURPOSE

We aim to ensure every reasonable precaution is taken to protect children and staff from harm and hazards likely to cause injury, including potential injury from bushfires. The potential for extreme fire conditions varies greatly throughout Australia, both in frequency and severity. Each state and territory have varying mandatory regulations for implementing policies and procedures for being safe in areas where bushfires occur. Our Service will adhere to the regulations outlined by our Regulatory Authority within our state or territory and be familiar with relevant legislation and other special requirements such as building regulations, traffic restrictions or emergency announcements that may apply to the area our service is located.

SCOPE

This policy applies to children, families, staff, management, and visitors of the Service.

IMPLEMENTATION

It is vital for the Service to be informed and prepared for bush fire conditions and respond appropriately during periods of high fire danger or local bush fire activity. This policy is to be implemented should a bush fire threaten our Service. During peak bush fire season, the nominated supervisor will monitor fire ratings through relevant authorities on a daily or hourly basis and communicate with all stakeholders as required. We are always aware of our Fire Danger Rating and have appropriate fire safety equipment installed and maintained. Our Emergency Management Plan ensures all staff are trained to use fire safety equipment and through regular training, understand evacuation procedures in case of an emergency. Going out on excursions bush fire alerts will be taken into consideration.

OSCA will call the place of event when going on excursion whenever **an Emergency Alert has been issued within that specific geographical area.**

DEFINITIONS

The Australian climate is frequently hot, dry, and susceptible to drought. The widely varied fire seasons are reflected in the continent's different weather patterns. For most of Western Australia, the danger period is summer and autumn.

A '**Bush fire prone area**' is an area of land that can support a bushfire or is likely to be subject to bushfire attack. Bush fire prone maps are prepared by local councils and governments within each state and territory. Baseline

data for bushfire prone areas is referred to as Bushfire Attack Level (BAL). (see additional information for each State or Territory's contacts)

Fire danger rating (FDR): provides an indication of the possible consequences of a fire. This rating is consistent across all Australian states and territories. The higher the fire danger rating, the more dangerous the conditions. Ratings range from *Low* to *Moderate*, to *Catastrophic*. FDR are maintained and updated by emergency services in each state or territory.

Emergency Management Plan (EMP): identifies the nature and range of possible emergencies and hazards to which children and staff may be exposed and the response and procedure in the event of an emergency. Effective planning and preparation of the EMP within the workplace ensures optimal response to emergencies should they occur. A risk assessment to identify potential emergencies that impact the service form the basis of the EMP.

MANAGEMENT/NOMINATED SUPERVISOR WILL:

- Ensure the Emergency Management Plan (EMP) is updated regularly inclusive of Emergency and Evacuation policies and procedures (see appendix for further information about inclusions).
- Implementation of the Emergency and Evacuation Plan assign multiple roles for educators/staff.
- Conduct a risk assessment to identify a potential bush fire risk to the Service.
- Ensure a current emergency and evacuation floor plan of the Service is clearly displayed near each exit of the service.
- Ensure emergency drills, including a bush fire drill are practiced with Educators and children once a term and once each vacation care period.
- Ensure a record is kept of each emergency evacuation drill practiced.
- Ensure the Service and Educators are prepared for bush fire conditions and prepared to respond quickly and appropriately during high fire danger periods.
- Ensure all fire safety equipment is installed and maintained regularly- (fire extinguishers, fire panels, smoke detectors, long hoses with nozzles, buckets etc.). School equipment serviced each year.
- Communicate with educators, and families about bush fire preparation information and provisions.
- Discuss bush fire response procedures at team meetings.
- Ensure local emergency services have current contact details, including mobile number for emergency contact after hours.
- Ensure a clear and effective communication procedure during an emergency is implemented.
- Ensure flammable items are removed from the Service.
- Ensure all emergency exits are always clear and accessible.
- Ensure all records of attendance of children, staff and volunteers is accurate each day.
- Ensure current emergency phone numbers are near the phone, including emergency services and the Department of Education *and* in the contacts of designated mobile phones.
- Monitor the bush fire situation when the rating is above **High** Australia App on iPhones.

EDUCATORS WILL:

- Examine the Service grounds during their daily indoor and outdoor safety checks to ensure flammable and/or combustible materials (e.g. chemicals) have been removed.
- Ensure the emergency first aid kit / backpack is organised and stored in an area that is easily accessible. (OSCA go bags)
- Become familiar and confident with the Service's emergency evacuation policies and procedures.
- Become familiar with the Service's emergency exits.

- Be aware of the designated assembly area.
- Eliminate all papers around the Service, including artwork, posters, displays and emptying garbage bins if advised that bush fires are in the local district.
- Keep up to date with professional development and training about bush fires and emergency evacuation.
- Be familiar with their role and responsibilities in the event of a fire.

WESTERN AUSTRALIA SPECIFICATIONS

WESTERN AUSTRALIA
<ul style="list-style-type: none"> • The Department of Fire and Emergency Services provides guidelines for preparing a Bushfire Risk Management Plan used to identify at risk locations including Early Childhood Services: https://www.dfes.wa.gov.au/waemergencyandriskmanagement/obrm/Documents/OBRM-Guidelines-for-Preparing-a-Bushfire-Risk-Management.pdf • Services should have their own Emergency and Critical Incident Management Plan which identifies dealing with bushfires: http://det.wa.edu.au/policies/detcms/policy-planning-and-accountability/policies-framework/guidelines/emergency-and-critical-incident-management-plan-template.en?cat-id=3458013 • Fire Danger Rating: https://www.emergency.wa.gov.au/#firedangerratings • 000 for fire or life threatening emergencies 132 500 for SES emergency assistance 13 DFES (13 3337) for emergency information https://www.dfes.wa.gov.au

SOURCE:

Australian Children’s Education and Care Quality Authority (ACECQUA). (2018). Revised National Quality Standard.

Australian Government: Geoscience Australia. Community safety: Bushfire: <http://www.ga.gov.au/scientific-topics/hazards/bushfire>

Community Early Learning Australia. [Bushfire advice for children’s services: https://www.cela.org.au/2018/01/07/bushfire-advice-for-childrens-services/](https://www.cela.org.au/2018/01/07/bushfire-advice-for-childrens-services/)

Western Australia

- The Department of Fire and Emergency Services in WA provides [Guidelines for preparing a Bushfire Risk Management Plan. https://www.dfes.wa.gov.au/waemergencyandriskmanagement/obrm/Documents/OBRM-Guidelines-for-Preparing-a-Bushfire-Risk-Management.pdf](https://www.dfes.wa.gov.au/waemergencyandriskmanagement/obrm/Documents/OBRM-Guidelines-for-Preparing-a-Bushfire-Risk-Management.pdf)

Education and Care Services National Regulations. (2011).

New Policy Created October 2019

REVIEW

<p>NEXT REVIEW DATE November 2020</p>
