



## Emergency and Evacuation Plan

### Discuss and Complete with Families

Plan A - Contact families and arrange for immediate pick-up of children

Plan B- Evacuate to pre-arranged meeting place which is:

Peards Nursery – Café Borella

119 Borella Road EAST ALBURY NSW 2640

PH: 02 60237800 OR

KATRINA THOMPSON PH: 0409 274 790

### Catastrophic (NSW) or Code Red (Vic) Fire days (please list your additional planned strategies)

- Give as much notice as possible of closure of my service to each family.
- Monitor the situation by checking status the BOM (Bureau of Meteorology) Apps, website (or alternative media outlets) every 1-2 hours. (i.e. Emergency.gov, ABC news TV/Radio, 2ay Radio etc.) Please list:

1. RFS FIRES NEAR ME

3. BE VILIGANT

2. NEWS MEDIA

4.

Mobile phones to be fully always charged and switched on. Contacts are to be kept current and providers and volunteers are to be contactable. Katrina Thompson emergency contact number is: **0409 274 790**

### If a fire or catastrophic/ code red event is eminent my plan is as follows:

1. Contact families and arrange immediate pick up of children.
2. Collect emergency survival kit – participants seated at the door for collection.
3. Begin placing children not collected) into vehicle.
4. Meet at PEARDS (CAFÉ BORELLA), text parents upon arrival – to notify same.

### 1. Identify other potential risks that may affect the premises or access including...

Rapid Flooding - NO

Severe Storms - YES

Landslides - NO

Chemical Spill - UNKNOWN

Other (please list)

Document Name	Version Number	Date of Issue	Review Date
KAT'S CARE SERVICES – Emergency and Evacuation Plan	1.0.0	10 <sup>th</sup> April 2019	As required

## Emergency and Evacuation Plan

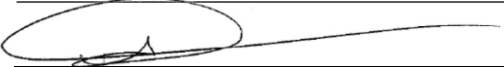
### My Contingency plan is:

Prepare home: windows/doors/vents, remove curtains, place wet towels on windows/doors to stop wet embers, tape the windows, shut off gas at the meter (right side of home - when looking at home from road). Move furniture away from windows, fill objects with water to put out spot fires within home. Collect children and move to a room away from the direction of the fire, Ensuite in (main bedroom), if fire at rear of property, or main bathroom (near family room exit door) if fire at front of the property. Call 000 and notify them of room we are in if able, notify parents by text if able.

### 2. Family signatures: *(please circle)*

Participant/guardian name:	Signature:	Date:
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**Provider name:** Katrina Thompson

**Provider signature:**  **Date:** 18/03/2019

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KAT'S CARE SERVICES – Emergency and Evacuation Plan	1.0.0	18 March 2019	As required