

POLICY on EMERGENCY MANAGEMENT

Rationale

Emergencies may arise at any time. They can develop from a number of causes including, but not limited to, fire, chemical spills, gas leaks, structural faults and civil disturbance, and even bomb and other terrorist threats or actions. Any of these situations has the potential to threaten the health and safety of people in all areas under the control of (the College).

This Policy determines the broad approach and processes by which Salesian College Chadstone manages emergency situations that could endanger Employees, Hirers, Contractors, and the Public in areas under our control.

Policy

Salesian College Chadstone is committed to establishing and maintaining Policies and procedures so that, so far as is reasonably practicable, allow it to manage and control emergency situations and minimise the potential harm to its Students, Employees, Hirers, Contractors, and the Public.

Guidelines

In this Policy, "Emergency" has the same meaning as in the Emergency Management Act 1986, as amended from time to time. In general terms, this means any actual or imminent event which endangers the safety or health of persons in Victoria, or which destroys or damages property in Victoria, or endangers the environment or an element of the environment in Victoria.

The Policy requires Salesian College Chadstone to plan for, manage and control to the extent of its capabilities, the circumstances surrounding the emergency until the DISPLAN Co-ordinator assumes direct responsibility for the emergency.

Salesian College Chadstone emergency procedures shall be regularly reviewed and updated as necessary to account for changes in personnel, the conditions of use of buildings and other areas under its control.

As part of the broad ambit of the Policy, Salesian College Chadstone will seek advice and input from Emergency Services established under state authority and from suitable private organisations and will regularly carry out rehearsals of emergency evacuation drills. Using the information derived from such drills and from other suitably informed sources, Salesian College Chadstone will review the emergency management procedures which underpin this Policy.

Employees and contractors of Salesian College Chadstone are expected to actively support this policy.

Information about how this Policy is to be implemented is available in the Procedures under the Emergency Management heading in the Policy and Procedure Manual.

- ❖ Additional information and advice is available from the (OHS Manager)
- ❖ OH&S Act 2004