



## EVACUATION PLAN

OVERVIEW: this plan is for an **ONSITE** assembly area.

### PROCEDURE (during classroom learning time):

1. Three (3) siren blasts from the Principal.
2. Class Teachers to remain with their classes and move to the assembly point (Principal to notify location)

CRICKET PITCH

Or

SMALL OVAL

Or

K/PP PLAY AREA

3. **ALL** staff to meet at designated assembly point and await until updated information is received and actioned accordingly.

### PROCEDURE (during recess/lunch time):

1. Three (3) siren blasts from the Principal.
2. Class Teachers to remain with their classes and move to the assembly point (Principal to notify location)

CRICKET PITCH

Or

SMALL OVAL

Or

K/PP PLAY AREA

3. **ALL** staff to meet at designated assembly point and await until updated information is received and actioned accordingly.



## EVACUATION PLAN

OVERVIEW: this plan is for an **OFFSITE** assembly area.

### PROCEDURE (during classroom learning time):

1. Continuous siren from the Principal.
2. Class teachers to remain with their class and walk to the assembly point  
**LARGE BASKETBALL AREA**  
**between rooms 3 and 4 and K/PP**
3. **ALL** staff to meet at designated assembly point and await until updated information is received and actioned accordingly.
4. When notified **ALL** staff and students to **WALK** across Gingin Road and assemble at  
the **ENDEAVOUR TAVERN**  
to await further instructions.

### PROCEDURE (during recess/lunch time):

1. Continuous siren from the Principal.
2. Class teachers to remain with their class and walk to the assembly point  
**LARGE BASKETBALL AREA**  
**between rooms 3 and 4 and K/PP**
3. **ALL** staff to meet at designated assembly point and await until updated information is received and actioned accordingly.
4. When notified **ALL** staff and students to **WALK** across Gingin Road and assemble at  
the **ENDEAVOUR TAVERN**  
to await further instructions.



## INVACUATION PLAN

OVERVIEW: this plan is for an **IN SCHOOL LOCKDOWN**

**PROCEDURE (during classroom learning time):**

**TEACHERS TO HAVE MOBILE PHONE WITH THEM AND REMAIN IN CONTACT COM-PASS PUSH NOTIFICATIONS ON THE APP.**

1. Message through PA asking
2. **“Could all classes please close their blinds at the end of the day”**
3. Class teachers remain with their class and direct students into **their classroom**.
4. **PULL** down blinds in the classroom
5. **LOCK** the doors once **ALL** students are in the room.
6. Teachers are to ensure all students are present by taking the role.
7. Inform Admin that **ALL** your students are accounted for via group message.
8. **PLEASE** ensure you have your phone with you for ALL communications.

**PROCEDURE (during recess/lunch time):**

1. Repeated **AIR HORN** blasts from the Principal and Room 6 Teacher.
2. **ALL** students and staff to move to their classroom **IMMEDIATELY** upon hearing the air horn
3. **PULL** down blinds in the classroom
4. **LOCK** the doors once **ALL** students are in the room.
5. Teachers are to remain with their class in and complete the role.
6. Remain in the K/PP room and await further instructions that will be communicated via the admin PA system.