



Huntingdale Primary School

Kindness, Courage, Personal Best and Creativity

Critical Incident Plan – Camps/Excursions

Principals may need to cancel excursions at short notice on days of extreme fire danger or total fire ban. On such days, the Security Services Unit liaises with fire authorities to obtain up to date information for communication to schools that may be affected by wildfire, **including schools who may have students attending camps or other venues in areas affected by wildfire. If an excursion is not cancelled, special fire safety precautions will be required.**

When required, schools must follow the Department's emergency management (bushfires) procedures for off-site activities for all excursions.

Prior to the excursion the teacher in charge should check the fire danger in the area of the excursion at the following sites:

- [Vic Emergency site](#)
- [Victoria Bushfire information line](#)
- [Closure of park and forests](#)
- [Fire Danger Ratings and Total Fire Bans](#)

If the school makes the decision that the excursion/camp should proceed, the teacher in charge should keep monitoring the situation by accessing the sites listed above and tune in to the closest radio station chosen from the list available at [Emergency radio and TV stations](#).

The Victorian Government has formal arrangements for the broadcast of emergency warnings and information to the community.

During emergencies, the listed radio stations will broadcast information about the situation, which will help the teacher in charge of the excursion make decisions based on the advice of the emergency services. If necessary, emergency warnings will interrupt normal programming on the radio or television station.

Should the teacher in charge form the opinion that the situation has become dangerous, the excursion should be immediately cancelled, the Principal immediately notified and students returned to school.

Evaluation:

This policy will be evaluated every three years

Certification

This policy was endorsed by School Council at the meeting held on 18 March 2014

Signed.....

Principal

Signed.....

School Council President