



KANGAROO INN AREA SCHOOL

INTERNAL THREAT POLICY

Updated Sept 2014
Ratified by Governing Council – Sept 2014

INTERNAL FIRE

SIGNAL: - Continual ringing of the siren or hand bell.

- Fire in your immediate area – send appropriate message to Front Office or another adult.
- If a minor fire - try to contain using extinguisher
*** SAFETY OF CHILDREN AND SELF IS FIRST PRIORITY**
- Evacuate room
 - close windows / doors
 - walk in single file to oval
 - bring roll book if possible
 - keep calm
- Report any missing people to Principal or Fire Warden.
- Await further instructions.

GAS / FUEL / CHEMICAL SPILLAGE

- Move everyone to an area of most safety. **Not down wind.*
- Only evacuate if advised to do so by emergency services.
- Remain indoors until all clear given.
- Notify ED and relevant authorities

AGGRESSIVE / THREATENING / SEIGE / HOSTAGE

- Attempt to empathise and calm
- Inform other school staff. (Staff roles)
- Evacuate personnel not involved.
- Lock doors if possible
- Contact ED and Police.

PHONED BOMB THREAT

- Obtain as much information as possible.
- Evacuate to area of most safety.
- Contact ED and Police.

SEVERE STORM

- Listen to local radio for warnings / reports.
- Secure doors / windows.
- Disconnect electrical appliances if thunderstorm approaches.
- **DO NOT USE TELEPHONE.**