



Blackwood Special Schools Outdoor Education Centre Inc.

Post Office, Blackwood, Victoria, 3458, Australia

Phone: (03) 5368 6768 Fax: (03) 5368 6835

E-mail: blackwood.specialschools.oec@edumail.vic.gov.au

Internet: www.blackwoodssoec.vic.edu.au

Incorporation (ACN) No:- AOO38155E

Australian Business No:- 72 406 523 558


BUSHFIRE PLAN





The primary duty of staff involved in an Emergency is not to combat the Emergency but to ensure – as far as practical – the safety of Children, Staff, Visitors and non-engaged Staff.


What Bushfire Season is this plan for?

October 2011 – May 2012

 Who is this plan for?

 This plan is designed to help the following people:-

-  Blackwood Special Schools Outdoor Education Centre Inc. Staff;
-  Visiting Staff;
-  Visiting Students; and
-  Week-end & School Holiday Visitors

 Staying or working in the following Blackwood Special Schools Outdoor Education Centre Inc. Sites:-

SITE	ADDRESS	SUBURB	POSTCODE	PHONE	VicRoads Map – Edition 7	
					State Map	Town Map
The Office	1015 Greendale-Trentham Road	Blackwood	3458	5368-6768	Map 59 F 9	Map 585 R 3
The School	1015 Greendale-Trentham Road	Blackwood	3458	5368-6555	Map 59 F 9	Map 585 R 3
The Residence	4 Terrill Street	Blackwood	3458	5368-6576	Map 59 F 9	Map 585 R 2
The Tent Shelter	Corner Cann & McLennan Streets	Blackwood	3458	5368-6383	Map 59 F 9	Map 585 R 3
MELWAYS REFERENCE – Edition 35 (2008) Map 909 E 11					Camp Fax	5368-6835

BUSHFIRE EMERGENCY

 In the event of a Bushfire within the Wombat State Forest, Lerderderg State Park or Township of Blackwood COMMAND of the SITUATION is the RESPONSIBILITY of:-

 **BLACKWOOD SPECIAL SCHOOLS OUTDOOR EDUCATION CENTRE Inc. MANAGER**

 In the event of a Bushfire within the Wombat State Forest, Lerderderg State Park or Township of Blackwood on a week-end or during School Holidays COMMAND for the SITUATION is the RESPONSIBILITY of:-

 Leader of the visiting week-end or School Holiday Group

 **ALL GROUPS MUST HAVE EASY ACCESS TO A RADIO (Power & Battery) FOR ABC 774 UPDATES DURING THE BUSHFIRE SEASON**


 In the event of a Bushfire:-

 **EVACUATION from the TOWNSHIP & FOREST is the IMMEDIATE PRIORITY**

 In the event of a Bushfire:-

 The School Accommodation Site is:- **UNDEFENDABLE**

 The Tent Shelter Accommodation Site is:- **UNDEFENDABLE**

 The Residence Accommodation Site:- Is the designated 'Shelter in Place' Location – used only in a situation where Township & Forest Evacuation is NOT an option

PLEASE BE AWARE of the FOLLOWING INFORMATION

 In the event of a Bushfire:-


 **IT IS NOT THE ROLE** of Blackwood Staff to protect assets – **IT IS THEIR ROLE TO Co-ORDINATE A FULL CENTRE EVACUATION.**

 In the event of a Bushfire:-

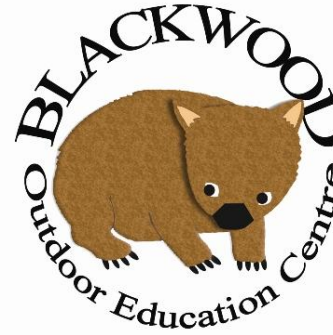
 With **FULL BLACKWOOD COMMITTEE APPROVAL & SUPPORT** once the Centre has been Evacuated, Blackwood Staff will also Evacuate the Centre.

 In the event of a Bushfire:-

 **The expectation that the CFA will turn up to defend & protect Blackwood Special Schools Outdoor Education Centre Inc. is unrealistic**

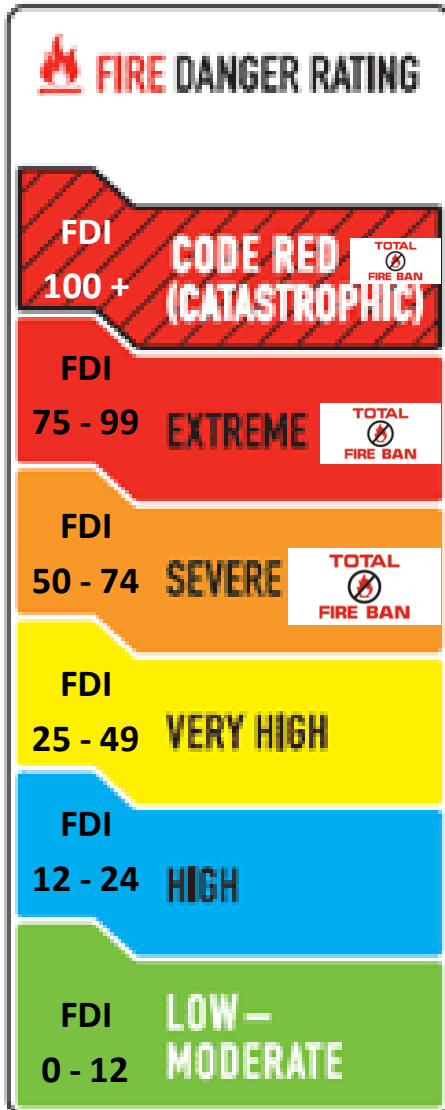
 **During times of extreme demand on water supplies, Central Highlands Water may not be able to guarantee continuous water pressure or uninterrupted water supply to all areas.**

BLACKWOOD SPECIAL SCHOOLS OUTDOOR
EDUCATION CENTRE Inc. ACTIVITIES
&
THE NATIONAL FIRE DANGER RATING

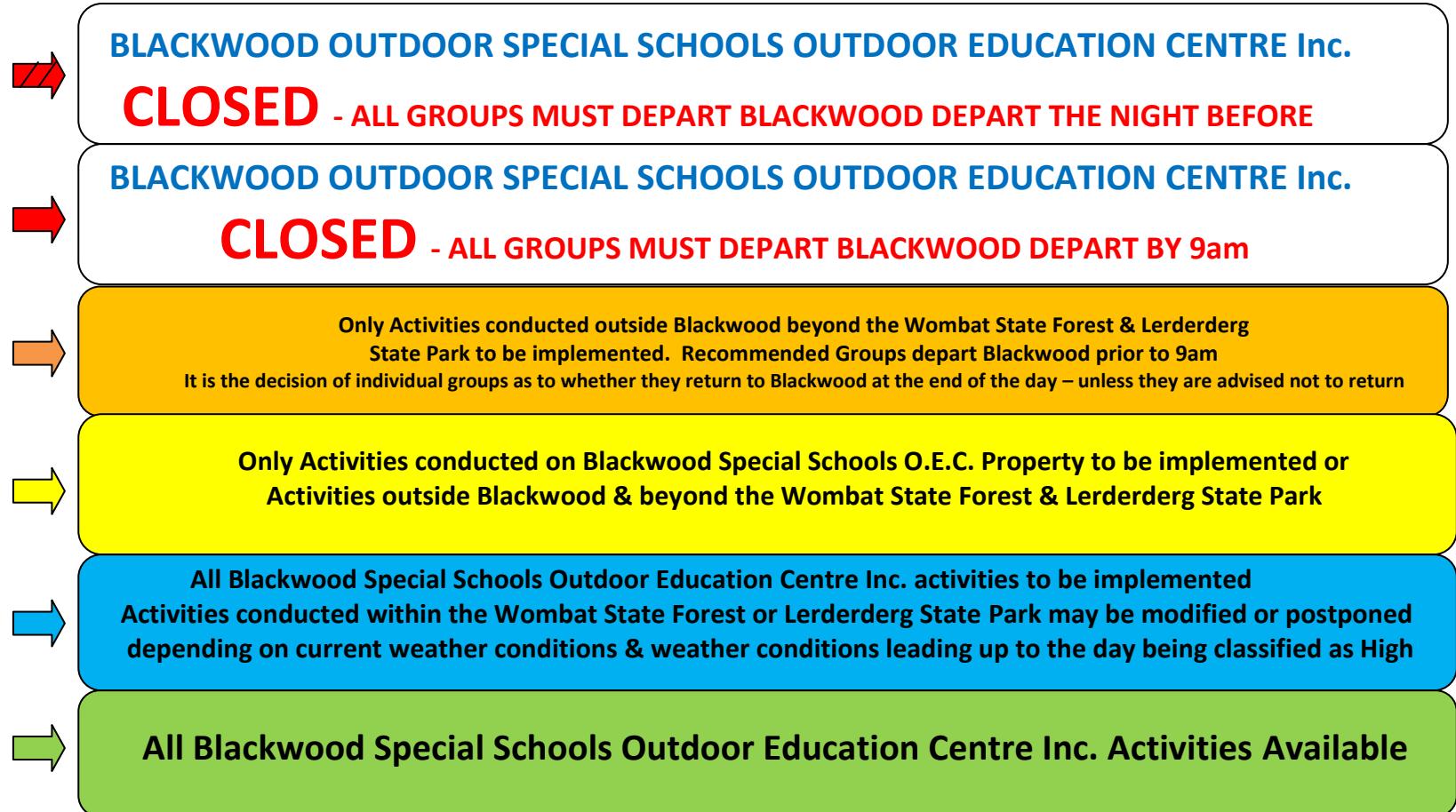


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THE CENTRE IS RATED AS BEING IN A FIRE ZONE



BLACKWOOD TOWNSHIP



The Township of Blackwood **DOES NOT** have a designated Emergency Refuge Location.



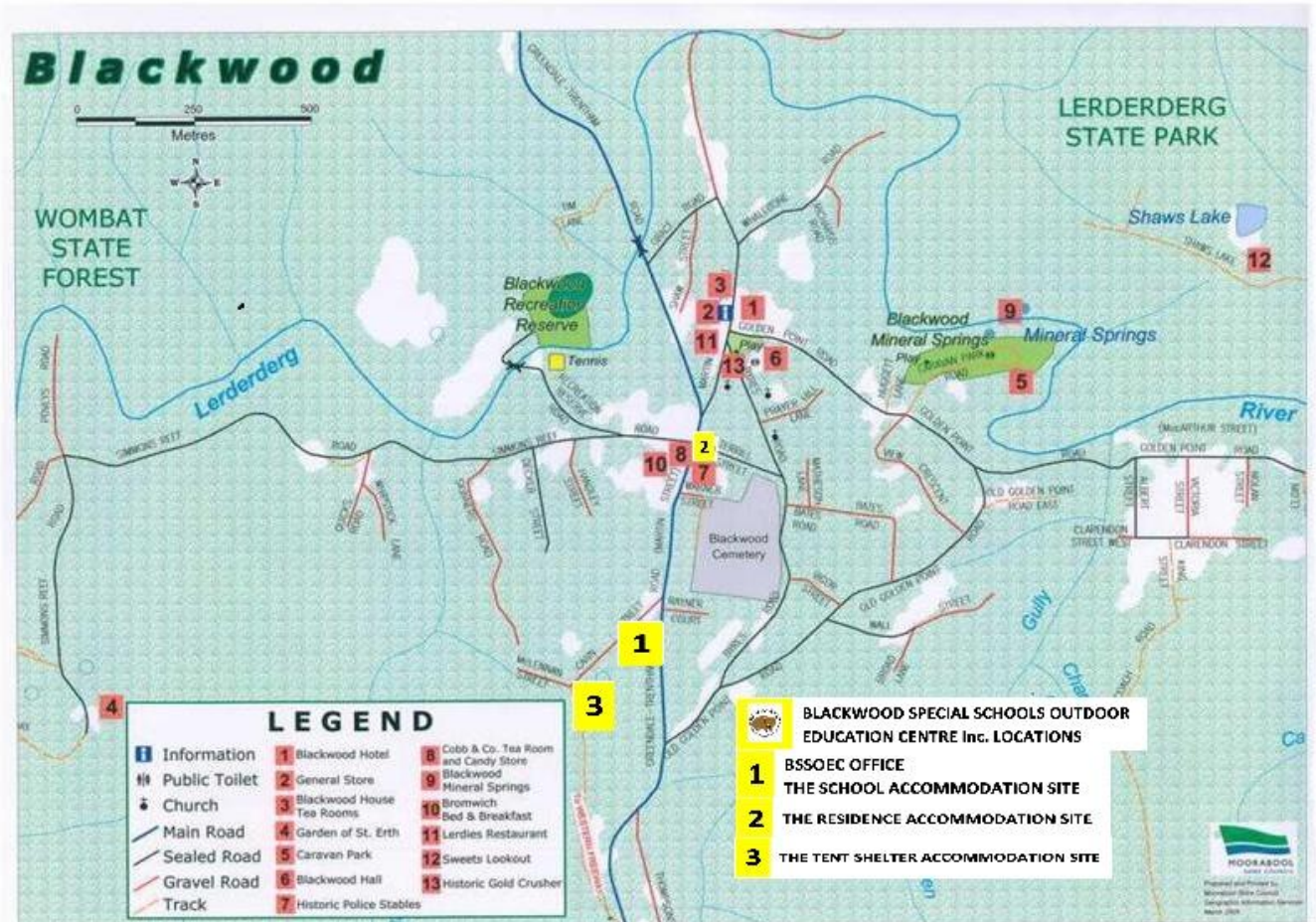
It is expected that individuals, families & groups will evacuate from the town prior to a Bushfire.



If you do get caught in the township of Blackwood during a Bushfire:-



YOU MUST TAKE FULL RESPONSIBILITY FOR YOUR OWN SURVIVAL



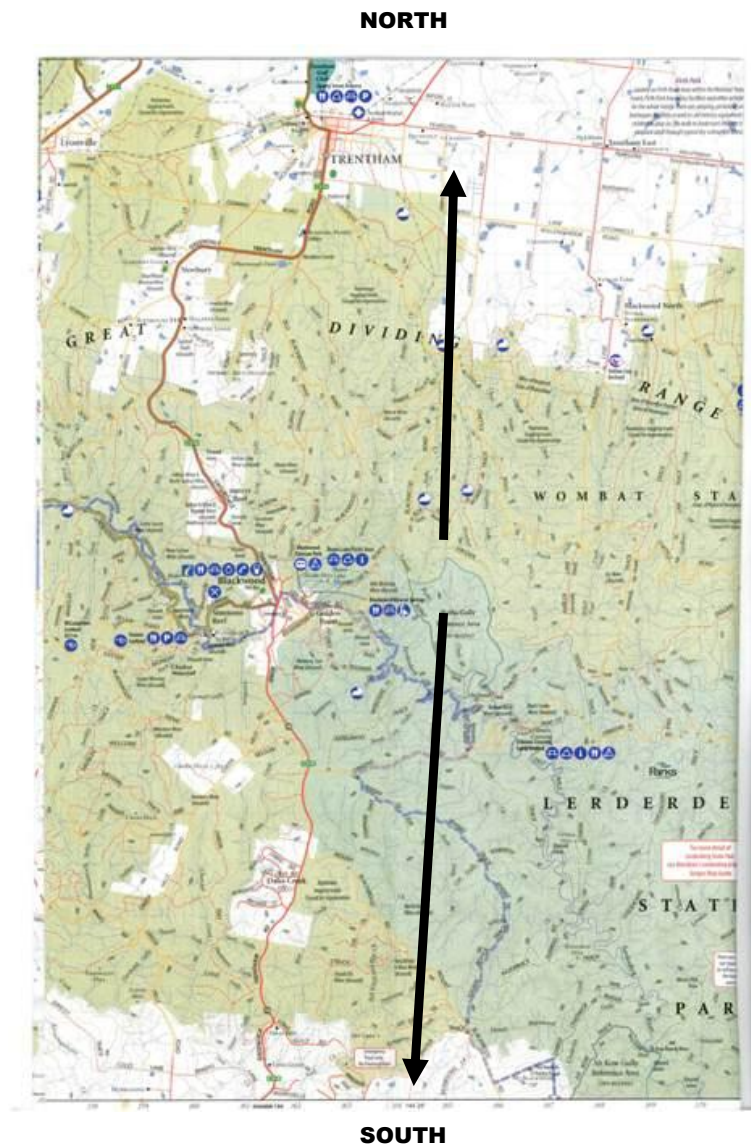
Blackwood Special Schools Outdoor Education Centre Inc. Committee & Staff accepts that in an Emergency there is no option but to evacuate the Township & Forest Environment, and therefore the Centre, early – especially in relation to Bushfire Threat.

Visiting Schools, Week-end & Holiday Groups not accepting this advice do so at their own risk as this advice comes from:-

- The Country Fire Authority (CFA);
- The Department of Sustainability & Environment (DSE);
- The Moorabool Shire Council; and
- The Blackwood Special Schools Outdoor Education Centre Committee & Staff.

BLACKWOOD TOWNSHIP EMERGENCY EXIT ROUTES

- 🐘 The Township of Blackwood **DOES NOT** have an Emergency Early Warning System – especially in relation to Bushfires.
- 🐘 It is highly recommended that **ALL GROUPS** accessing Blackwood Special Schools Outdoor Education Centre Inc. between the months of October & April bring their own battery & power operated Radio (with spare batteries) – tuned to ABC 774.
- 🐘 It is expected that individuals, families & groups will evacuate from the town prior to a Bushfire.
- 🐘 Blackwood Special Schools Outdoor Education Centre Inc. Committee only suggest two Township Emergency Exit Routes along the bitumen Greendale – Trentham Road – both of these routes travel through a Forest Environment:-
 - 🐘 South to Ballan, Bacchus Marsh, Ballarat & Melbourne via Greendale; and
 - 🐘 North to Woodend, Sunbury & Melbourne via Trentham.



IN AN EMERGENCY


1. Verify

2. Notify

3. Assess



4. Act

Verify the report









-  Confirm with other campers, with emergency services or other reliable people the accuracy of information about the emergency.

Notify the emergency services and Blackwood Special Schools Outdoor Education Centre Inc. Staff






By the quickest possible means, immediately notify:

-  The Emergency Services by dialling 000
-  Blackwood Special Schools Outdoor Education Centre Inc. Staff

Assess the danger posed by the Emergency

-  Use all your senses to build a picture which tells you what is happening and use that information to help decide on a course of action.
-  Use verbal information.
-  Observe what is happening to decide:
 -  **Has the danger passed?**
 -  **Is the danger increasing or decreasing?**
 -  **Is the danger coming closer or moving further away?**
 -  **Is the weather or terrain affecting its progress?**
-  Decide how much time exists to take alternative actions.

Take Action based on the Assessment of Danger

-  Ensure that injured campers are not exposed to further injury or danger.
-  **ONLY** contain the Emergency – **if safe to do so.**
-  Move people away from the danger area by the safest means.
-  If necessary, move campers indoors, to one end of the building, to the furthest part of the campsite or to a site well away from the campsite if time permits.
-  Refer to any specific procedures developed for the Emergency.

THE OFFICE Emergency Assembly Areas:-

1. Basketball Ring
2. The Tent Shelter
3. The Residence

YOUR LOCATION DETAILS

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Emergency Phone Numbers

Fire Police Ambulance Dial 000					
Police	000	Fire	000	Ambulance	000
Hospital	5367-2000	Doctor	5367-3333	Dentist	5367-5355
Plumber	5368-6313	Electrician	0419 310-469	Ed Dept.	9589-6266
Gas Supplier	131-161	Power	132-412	SES	5367-3976

THE SCHOOL Emergency Assembly Areas:-

1. Basketball Ring
2. The Tent Shelter
3. The Residence

Emergency Whistles
In Staff Bedroom

THE RESIDENCE Emergency Assembly Areas:-

1. BSSOEC 4WD Shed
2. The School
3. The Tent Shelter

Emergency Whistles
In Staff Bedroom

THE TENT SHELTER Emergency Assembly Areas:-

1. Activity Hut Front of Yabby Dam
2. The School
3. The Residence

Emergency Whistles
In the Kitchen

BUSHFIRE

BUSHFIRE RELOCATION PLAN

The Township of Blackwood DOES NOT have a designated Emergency Refuge Location - especially in relation to Bushfires.

It is the responsibility of Group Leaders to ensure that your group is safely evacuated from the Blackwood Township prior to a Bushfire Emergency.

ALL ACTIVITIES STOP IMMEDIATELY

ALL ADULTS & YOUNG PEOPLE RETURN TO THE DINING ROOM OF THEIR ACCOMMODATION SITE

BSSOEC MANAGER RINGS EMERGENCY SERVICES
IF MANAGER IS ABSENT:-
BSSOEC STAFF TO RING EMERGENCY SERVICES
IF NO BSSOEC STAFF ARE AVAILABLE:-
LEADER OF THE GROUP RINGS EMERGENCY SERVICES

BALLARAT EMERGENCY SERVICES
1800 668 – 511 or 5335 – 2011

ALL CLEAR

**CONTINUE
ACTIVITIES**

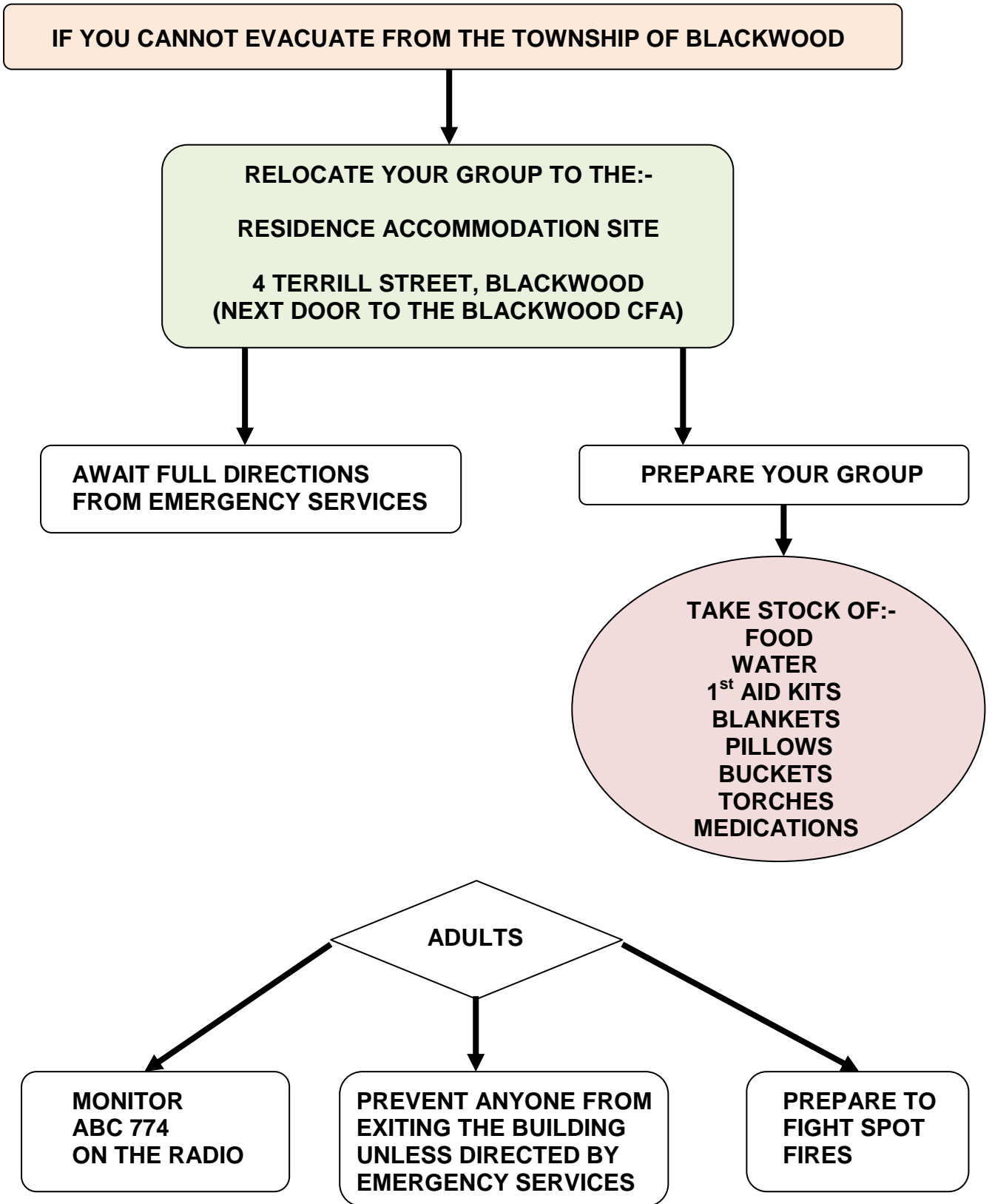
NOT ALL CLEAR

**SEEK ADVICE FROM BALLARAT
EMERGENCY SERVICES ON THE
SAFEST ROUTE TO EVACUATE
BLACKWOOD & THE FOREST
ENVIRONMENT**

**ADVISE EMERGENCY SERVICES
OF YOUR INTENDED EVACUATION
DESTINATION**





























**EVACUATE BLACKWOOD
IMMEDIATELY UNDER THE
DIRECTION OF EMERGENCY
SERVICES WITHOUT
COLLECTING YOUR GEAR**

BUSHFIRE SHELTERING in PLACE PLAN



ROLES & RESPONSIBILITIES DURING A BUSHFIRE EMERGENCY

 The person who identifies the Bushfire Situation **MUST** alert Blackwood Staff and their own group

BSSOEC MANAGER	BSSOEC STAFF	GROUP LEADERS	VISITING ADULTS
 To co-ordinate the situation	 If BSSOEC Manager is not available to assume all Manager Responsibilities	 If NO BSSOEC Staff are available assume all BSSOEC Manager & Staff Responsibilities	 Follow instructions issued by:- BSSOEC Manager BSSOEC Staff Group Leader
 To inform Blackwood Staff	 Follow instructions issued by BSSOEC Manager	 Assemble all adults & children within your group in the dining room	 Monitor Children  Take stock of:- Food 1 st Aid Kits Medications Group Torches Group Clothing
 To relocate all groups staying at the Centre at the time into their dining rooms	 Assist groups with getting students on buses	 Do a Roll Call for everyone	 Assist with load children into vehicles
 To ring Ballarat Emergency Services	 In the event of not being able to evacuate:- Collect Blankets 1 st Aid Kits Scanners Walkie Talkies Pillows Buckets Torches	 Follow instructions issued by BSSOEC Manager & Staff	 If relocating to the Residence:- Monitor Exit Doors & DO NOT permit people to leave Fill sinks with water Ensure Food & other necessary items are brought into the building
 To inform groups to evacuate if required	 Prepare Residence Accommodation Site for groups:- Unlock Fill Sinks & Buckets with water Lay out Hoses	 Roll Call group into vehicles	 Continuously Monitor Children
 To co-ordinate evacuation		 Evacuate as directed & DO NOT deviate	
 If evacuation is not possible – to co-ordinate relocation to the Residence Accommodation site		 If relocating to the Residence Roll Call group into the Building	
 Maintain communication with Emergency Services			
 Contact Principals of visiting Schools – Principals to contact Parents			
 Contact BSSOEC President			

IMPORTANT TELEPHONE INFORMATION

Ballarat Emergency Services	1800 668 – 511 5335 – 2011
Bushfire Information Line	1800 240 – 667
DSE (Department of Sustainability & Environment)	5335 – 0777

BSSOEC Phone Numbers

BSSOEC Office	5368 – 6768
School Accommodation Site	5368 – 6555
Residence Accommodation Site	5368 – 6756
Tent Shelter Accommodation Site	5368 – 6383
Tony Bellette	5368 – 6322
Harley Dalglish	5368 – 6837
BSSOEC Mobile	0409 686 – 768



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132 – 500

HOW TO DIVERT A TELEPHONE NUMBER

1. * 21
2. Type in destination telephone number
3. #
4. Wait for Instructions

HOW TO UNDIVERT A TELEPHONE NUMBER

1. # 21 #
2. Wait for Instructions