

JTC TINDALE CAMPUS ALL STAFF EVACUATION PROCEDURES

Updated 25/08/2020

IT IS THE DUTY OF EVERYONE TO FAMILIARISE THEMSELVES WITH THESE EVACUATION PROCEDURES

In an emergency there will be 3 blasts of the siren.

Listen carefully to the instructions and on request, follow the directions of the Red Hat warden and evacuate the building. Do not go back to collect belongings. The teacher will lock the doors. Evacuate to the closest muster point.

TEACHERS

1. Clear the room when you hear the siren.
2. Take your roll, close and lock your classroom door once everyone is out.
3. Move to the closest **MUSTER AREA** with your students.
4. Check all students are together and accounted for. It is important to STAY TOGETHER.
5. Report that all are accounted for to the Red Hat Warden for your building.
6. Do not allow any students to leave your class group.
7. When the all clear is sounded you may return to the classroom.

JTC Staff & Student Evacuations
 UNDER NO CIRCUMSTANCES SHOULD ANYONE ATTEMPT TO LEAVE THE CAMPUS UNTIL "ALL CLEAR" IS SOUNDED
 The plan below shows the locations of the Tindale Muster points.

Students & staff in B & D & F-Blocks should muster at the North West Muster Point
 Students & staff in A & C & E & G-Blocks should muster at the Eastern Muster Point.

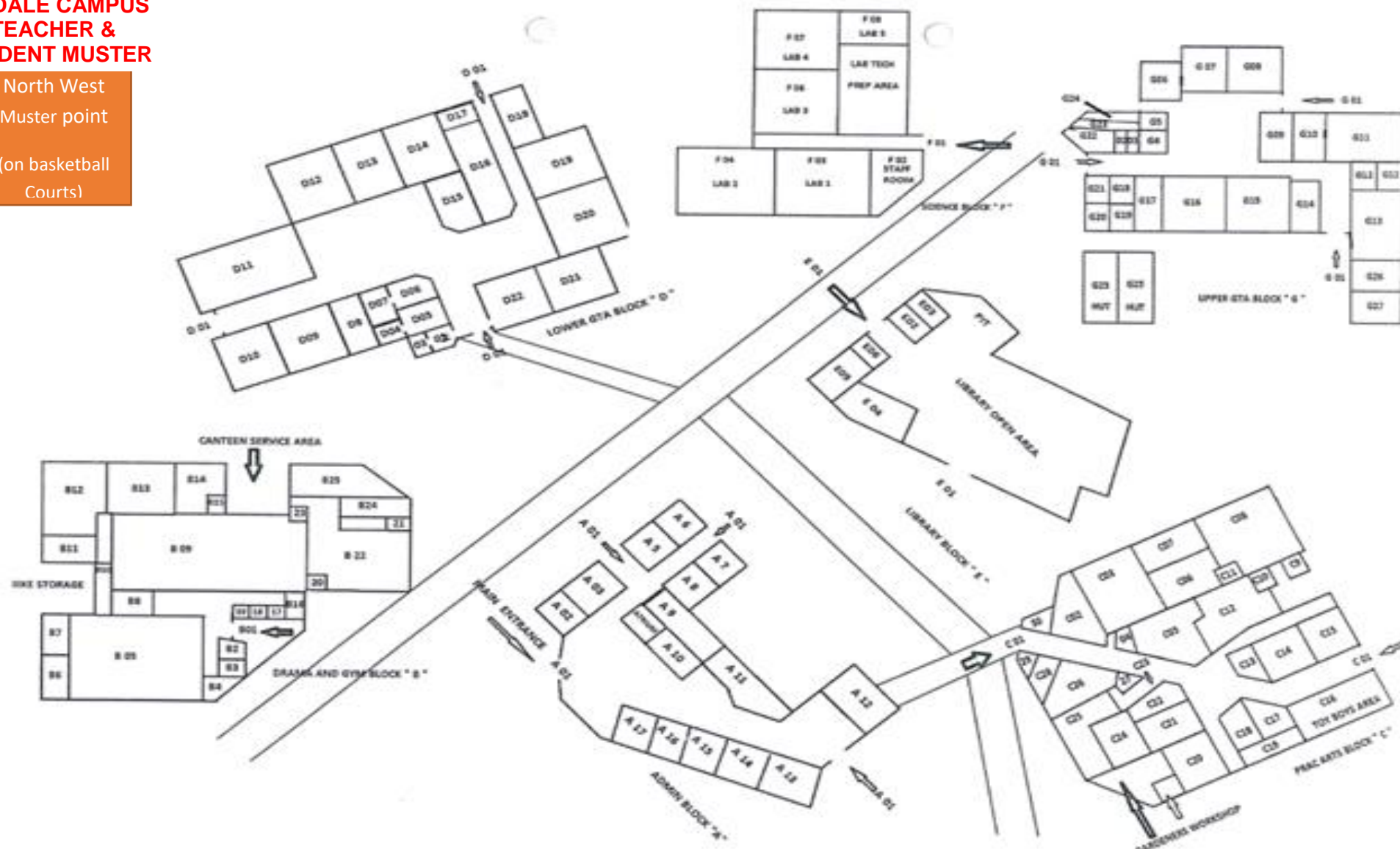
After Hours & Community Groups Evacuations
 All evacuations after 3:00pm (as well as weekends & holiday periods) must be mustered in the Southern Muster Point – including community groups. Men's Shed must also evacuate to this Southern Muster Point during the school day.

TINDALE CAMPUS TEACHER & STUDENT MUSTER

North West Muster point
 (on basketball Courts)

TINDALE CAMPUS TEACHER & STUDENT MUSTER

Eastern Muster Point
 (along Eastern fence – just north of double gates)



North

Bushfire Plan Evacuation

Previous instructions will differ only that all JTC will muster in the Gymnasium in B-Block.

An announcement by loud hailer and your RED Hat Warden will advise all staff if we are undertaking a Bushfire Plan Evacuation. Please understand the difference?



South

Southern Muster Point
 For evacuations after 3:00pm
 (including community groups)

AFTER HOURS & COMMUNITY GROUP MUSTER POINT

Double Gates on Eastern fence