

JTC TINDALE CAMPUS ALL STAFF EVACUATION PROCEDURES

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 all accounted for to the area warden in the Red Hat.
6. Do not allow any students to leave your class group.
7. When the all clear is sounded you may return to the classroom.

UNDER NO CIRCUMSTANCES SHOULD ANYONE ATTEMPT TO LEAVE THE CAMPUS UNTIL "ALL CLEAR" IS SOUNDED

The attached document 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.

TINDALE CAMPUS TEACHER AND STUDENT MUSTER POINTS

