



St Gerard Majella School

Critical Incident Management and Emergency Response Policy

PREAMBLE

Critical incidents are those that threaten the safety and security of members of the School community, contractors, guests or visitors; the ongoing performance of the School's critical business functions; or result in significant adverse impacts on the local community arising from School activities.

Effective planning and preparation can help minimise the adverse impact and/or outcome of a critical incident.

POLICY

The intention of this policy is to minimise trauma and distress to students and staff and damage to property and to ensure the teaching and learning program is maintained or resumed. The School will undertake to establish procedures and plans to ensure the school is prepared for critical incidents.

VALUES

Responsibility, Courage, Endurance, Communication, Service, Compassion

PRINCIPLES

- Preservation of life and minimisation of property damage are prime considerations. Consideration should also be given to scene management and the preservation of evidence.
- The School:
 - has a duty of care to provide the highest possible standard of health and safety for staff, students and other persons working at or visiting;
 - must be able to respond swiftly and effectively in the event of a critical incident, disaster or crisis; and
 - must be compliant with relevant legislation and Standards.
- A Critical Incident Management Team lead by the Principal will be established.



St Gerard Majella School

Critical Incident Management and Emergency Response Policy- continued

- A Critical Incident Management Plan and supporting Procedures are required for appropriate and effective responses to, and management of, critical incidents. The Plan and Procedures must be reviewed regularly.
- Regular rehearsal and drills are conducted for the most likely incidents. Less likely incidents should also be exercised although not as regularly or in as much depth.
- Close engagement with emergency service agencies is to be maintained, including participation in incident exercises.

EVALUATION

This policy is to be reviewed as part of the School's renewal cycle.

This policy was last ratified by School Board 22 July 2015

Chair Signature