WHS UNIT

COMMUNICATION OF EMERGENCY PROCEDURES TO STUDENTS

Overview of Information to be Presented

- Stress to students the importance of knowing what to do in an emergency situation that requires the building to be evacuated. Explain how they will know that emergency is in progress (alarms etc)

- The priority is to leave the building immediately via the nearest exit.

- A safe exit from the building requires an orderly and prompt response.

- Indicate to the students the nearest emergency exits for the area in which the class is being presented.

- Check that the students know where they are on campus.

- Indicate to the students the appropriate assembly areas for the buildings in which the subject is scheduled.

- Staff and students are not to re-enter the building until advised by building wardens (will be wearing orange vests) or security that it is safe to do so.

- Verify that any mobility impaired student is aware of the procedures to ensure their safety in the event of an evacuation. Mobility impaired persons who are in immediate danger should be moved to a safe place in the presence of a building warden. The Chief Warden should be made aware of the circumstances and then communicate this to Emergency Services.