



BULLER HIGH SCHOOL EMERGENCY EVACUATION DURING THE SCHOOL DAY

GUIDELINES FOR PARENTS/CAREGIVERS AND STUDENTS

WHAT WILL WE DO?

The School will assume responsibility for all students when:

- There is an event that affects the whole community, such as an earthquake.
- There is an emergency resulting in whole school evacuation (e.g. severe weather storm, lockdown).

THE SCHOOL WILL:

- Check rolls to account for all staff and students at school.
- Provide students with supervision, support and care until a parent/caregiver or nominated person collects them.
- Manage the exit of students into the care of a parent/caregiver or nominated person (official records are put into operation).
- Ensure accommodation is made available for those students unable to be returned home. Ensure that all information is conveyed to parents and caregivers in a timely manner (radio, school-links, Civil Defence).

WHAT CAN YOU DO?

Parents/caregivers are encouraged to:

- Have in place a family plan in case of emergency.
- Ensure the plan is understood by all members of the family.
- Keep the School updated with any changes to parent/caregiver details, i.e. address, cell phone, email.

Buller High School

33 Derby Street

Westport

PO Box 87

Phone: 03 789 7299

Fax: 03 789 6790

Email: office@buller.ac.nz