

Creek Street Cristian College Child Safe Policy

**Policy No. 27
Policy Owner: College Council
Responsible Person: Principal**

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1. Creek Street Christian College Vision, Mission and Philosophy Statements

1.1 College Vision

Creek Street Christian College (hereafter 'the College') is a ministry of the Creek Street Church and has been established to provide Christian education and training to students so that they are equipped to impact their community, our nation, and the world for the Lord Jesus Christ.

1.2 College Mission

The College has been established to provide families with a Christian education, within a caring and disciplined environment that will enable students to fully develop their God-given talents and academic abilities, so that they are able to contribute effectively to the changing society of which they are a part.

The College encourages and supports students to develop a positive and wholesome outlook on life, to become self-disciplined people and to be responsible and caring members of the community, both locally and internationally.

1.3 College Philosophy

At the College, our approach to learning is holistic in nature. We have a commitment to the development of the whole student in a Christian environment. A Christian education provides unparalleled opportunities for students to discover their passions and nurture their talents. We teach, equip, activate, and release the students with the wisdom which comes from God.

Our four foundation of a true Christian Education are to learn to:

Know and Understand...

Our programs are designed to engage the learners by stimulating wonder and dynamic educational experiences. The students develop a deeper connection to content, understand that learning areas are related to each other and the world beyond the classroom. Our students take risks, become independent thinkers in a rapidly changing world, seeking and acquiring new skills and knowledge at every stage of life.

Apply/do...

Learning is developed through experience, action, and engagement. Through real-life experiential learning students at the College understand how to put their knowledge and skills into action in meaningful and positive ways locally, nationally, and globally. We believe the Bible is God's revelation to man and that it contains the principles and values that show us how to live and do what God has called us to do.

Collaborate...

God created us for relationships. In fact, the greatest commandment - love your God with all heart, all your soul, and all your mind (Matthew 22:37) helps us build, maintain, and expand our relationship with God and others. At the College, much of what we learn is about ourselves in relation to experiences with others. Through this our students develop collaborative, interpersonal, social and language skills to help them develop an appreciation for the wider world and their place within it.

Become...

From Early Learning Centre (ELC) to Year 12, the students begin on a journey of discovering and embracing all God has made them to be and are helped to become their best versions of themselves. Students graduate from the College as open-minded, compassionate, balanced, resilient global citizens.

2. Introduction

The College is committed to promoting and protecting the interests and safety of children. We have zero tolerance for child abuse.

Everyone working at the College is responsible for the care and protection of children and reporting information about child abuse.

3. Purpose

The purpose of this policy is:

- To facilitate the prevention of child abuse occurring within the College
- To work towards an organisational culture of child safety
- To prevent child abuse within the College
- To ensure that all parties are aware of their responsibilities for identifying possible occasions for child abuse and for establishing controls and procedures for preventing such abuse and/or detecting such abuse when it occurs
- To provide guidance to staff/volunteers/contractors as to action that should be taken where they suspect any abuse within or outside of the College
- To provide a clear statement to staff/volunteers/contractors forbidding any such abuse
- To provide assurance that all suspected abuse will be reported and fully investigated.

4. Policy

The College is committed to promoting and always protecting the best interests of children involved in its program. All children, regardless of gender, race, religious beliefs, age, disability, sexual orientation, or family or social background, have equal rights to protection from abuse.

The College has zero tolerance to child abuse. Everyone working at the College is responsible for the care and protection of the children within our care and reporting information about suspected child abuse. Child protection is a shared responsibility between the College, all employees, workers, contractors, associates, and members of the College community.

The College supports and respects all children, staff and volunteers. The College is committed to the cultural safety of all children including those from culturally and/or linguistically diverse backgrounds and to provide a safe environment for children living with a disability.

The College supports children of all ages being mindful of younger students who may require additional support.

If any person believes a child is in immediate risk of abuse, telephone 000.

5. Site Readiness

As set out in the Emergency Management Policy - Drill and Training section, the College site will be inspected regularly to ensure that the following is true:

- All emergency entrances to grounds and buildings are clear of obstructions
- All flammable materials/hazardous chemicals are stored safely
- There are no branches overhanging buildings
- There is no rubbish around and under buildings which could be a fire hazard
- Gutters are clear
- There is no dry grass or vegetation which could pose a fire risk.

This inspection will be carried out by the Property Manager, OH&S Officer, Principal and Assistant Principal, as well as dated and recorded on the Emergency Management training and drill record. These inspections will be times with the Emergency Evacuation drills.

Assembly points are nominated by finding the largest open area on the college grounds which will provide a safe area for all staff, students, and visitors to assemble. The College on site assembly area is the grassed play area near the Hargreaves Street gate. The offsite assembly area is the Londonderry Reserve. (See Site Map)

All emergency services, fire extinguishers, fire hose reels are inspected by the required fire authorities on a regular basis. (See site map with services locations)

The College 'shelter-in-place' facility is the College stadium.

6. Student and Staff Readiness

- Emergency Evacuation drills are conducted each term. To fit with the fire danger period in our area these drills will be held twice in the fire season from October to March each year i.e., Term One and Term Three
- A record of these drills will be kept in the Emergency Management Plan document
- All staff will be briefed on their role for and during these drills
- All student will be briefed on the correct procedure to follow, under the direction of their classroom teachers
- Periodically staff will be briefed on the use of fire extinguishers
- Staff will be informed of the procedures required for a lock-in situation should this be required
- An Emergency Kit is kept in the College Administration area. This kit is to be taken to all evacuation assembly points and to the Sheltering In-place area as part of the Emergency Management Plan
- Staff will discuss Fire and Bushfire emergency plans with their classes in line with the College's curriculum documents. Also see: <https://www.cfa.vic.gov.au/kids-schools>

7. Parent/Guardian Notification - Emergency Evacuation drill

Parents will be notified via the college newsletter when an Emergency Evacuation Drill has been conducted.

8. Code Red Day

The College will notify parents/guardians and staff if a Code Red Day has been declared. This will be ascertained via information provided by DEECD and CFA.

www.education.vic.gov.au/bushfires

www.cfa.vic.gov.au



The College is not listed as a BAR College however all precautions will be taken on Code Red days to ensure all staff and students on site are safe.

9. Parent/Guardian Notification - Planned Closure

Should there be a Code Red day declared the following steps will be followed:

- Parents/guardians will be notified of the College closure, i.e., proximity to fire and dangerous access only
- The decision to close the College will be displayed on the home page of the College website www.creekstreet.vic.edu.au
- The decision to close once notified will not change regardless of the change in weather so that parents have sufficient time to plan for the care of their children
- Parents/guardians will be encouraged to activate their own Bushfire Survival Plan if required
- It is possible that the College be closed for consecutive days. If this is the case parents and guardians will be notified accordingly
- Notices will be placed on the College entrance to indicate the planned closure and then the actual closure.

10. Parent/Guardian Notification - Emergency Closure

While every effort is made to anticipate fire threats, the College may be threatened by an unpredicted breakout of fire or a known fire unexpectedly changing course.

In the event of an Emergency Closure due to bushfire the following procedure will be followed:

- The Emergency Management Plan for the College will be activated
- Parents/guardians will be notified via SMS messaging as soon as practicable
- Should a lock-in be required students will be evacuated to the stadium building
- The Emergency Kit will be taken to this Sheltering In-place area
- The College will continue to communicate with emergency service.

11. Bushfire Management Procedures for Off-site incident

Should a bushfire threat occur regarding students and staff taking part in an off-site excursion or camp the Emergency Management Plan will be followed.

The provider and/or campsite will take charge of the group with the teacher-in-charge to conduct emergency evacuation procedures as relevant to the site and activity.

The teacher-in-charge of the excursion or camp will be in constant communication with the Principal who, acting as the Communications Officer, will ensure that all members of the community are informed as required.

Emergency Services will be consulted as applicable to the incident and location.

12. Likely Scenarios

Scenario			
Service	Closure Trigger (Code Red) Reached	Fire in adjacent area; no immediate threat to facility	Unpredicted fire threat
College	College identified as being a high risk pre-emptively closed	Region/College monitors fire; College open	College enacts emergency management plan
College Transport	College bus routes pre-emptively closed if routes unsafe	College bus routes may close if route is unsafe	College bus route closed
Off-site activities	College cancels activity pre-emptively	College monitors fire; enacts emergency management plan	College enacts emergency management plan
Camps	College cancels camps pre-emptively or withdraws students	Region & provider monitors fire; enacts emergency management plans	Provider enacts emergency management plan

Should a bushfire emergency occur, records will be kept of all parent notification and a full review of the emergency management will be conducted by the Incident Management Team in consultation with the relevant emergency services.

As part of preparing for the threat of fire we have completed the DEECD Self-Assessment of our emergency preparedness.

13. General Procedures

Bushfires and Localised Fire Events:

In case of bushfires or a localised fire event, Incident Controllers will be expected to:

- Listen to the local radio or TV and monitor the CFA/Emergency Services Website for bushfire or weather warnings and advice
- Decide to relocate students externally or internally. If early evacuation advice is not issued or the fire is approaching the facility and it is unsafe to evacuate, everyone should remain in the building after the following precautions are taken:
 - The College's 'shelter-in-place' facility is the College stadium
 - Phone 000 for Fire Brigade (dial an additional 0 for an outside line, if required) and follow advice. Inform 000/fire brigade operator which building/s the staff and children will be housed in
 - Check attendance against class rolls at assembly area
 - The primary responsibility of staff is the safety of students and staff.

For an internal evacuation:

- Move everybody inside, assembled away from the part of the building that will be initially exposed
- Turn off power and gas, close all windows, doors and block crevices, with wet materials (e.g. towels)
- Fill gutters, all sinks, washbasins, and drums with water
- Stay inside in the identified area (preferably bricked and tiled) away from windows
- Once the fire has clearly passed, evacuate the building, assess, and remain in a safe area
- Report the incident
- Implement procedures to resume workplace activities, including arranging counselling support.

14. Policy review

This policy will be reviewed every two years.

15. References

- <https://www.cfa.vic.gov.au/kids-schools>
- <https://www.cfa.vic.gov.au/home>
- <https://www.vrqa.vic.gov.au/Documents/bushfireguidelines.doc>

16. Appendices

See below...

Guidelines on Bushfire Preparedness Registered Schools

1. Notice

Schools are hereby notified that pursuant to the *Education and Training Reform Act 2006* as a component of their registration against prescribed minimum standards they are required to meet the following guidelines on bushfire preparedness.

These guidelines were approved by the Victorian Registration and Qualification Authority (VRQA) Board on 10 February 2010 and revised and approved on 26 June 2017.

2. Guidelines for registered schools on bushfire preparedness

Care, safety and welfare of students

A school must ensure that the care, safety and welfare of students is in accordance with any applicable State and Commonwealth laws and that staff are advised of their obligations under those laws.

Schedule 4 clause 12 of the Education and Training Reform Regulations 2017

In relation to bushfire preparedness and in addition to specified requirements for schools to provide for the care, safety and welfare of students, schools must meet the following guidelines:

2.1 All schools must maintain an Emergency Management Plan (EMP). The EMP must be reviewed at least annually and immediately after any significant incident.

The EMP should include policies and procedures for the planning and approval of off-site activities which consider the risk of bushfire in the activity location.

2.2 Schools listed on the Bushfire At-Risk Register must have an EMP that details the school's response to managing bushfire risk including:

- closing the school on days declared Code Red
- on non-Code Red days in the event of bushfire or elevated risk:
 - maintain a heightened state of readiness
 - ensuring open lines of communication from local emergency services
 - be prepared/on standby to enact their EMP by:
 - relocating students and staff to a nominated 'shelter-in-place' within the school site that is compliant with relevant regulations, and/or
 - evacuating students and staff to an off-site safe area
 - responding appropriately to instructions from emergency services.

2.3 Schools listed on the Bushfire At-Risk Register must inform students, staff and parents/guardians about their specific bushfire preparedness arrangements and train relevant staff in their bushfire preparedness roles.

There must be records of:

- the provision of information on bushfire preparedness policy and procedures to staff (including relief staff) and parents/guardians
- the school's closure arrangements for Code Red days as per the schools EMP