



Bushfire Policy

Version History

Version No.	Description of Changes	Effective Date
V4.0	Refresh of policy, removing procedural elements to the Bushfire Action Plan (BAP)	29 April 2025

Purpose

The purpose of this policy is to ensure the safety and well-being of students, staff, and visitors at Scotch College during the bushfire season. It outlines the procedures to be followed in preparation for, during and after a bushfire threat or event.

Scope

This policy applies to all Scotch College campuses, including Early Learning Centre (ELC), Junior School, Middle School, Senior School, and boarding facilities.

Policy Statement

Scotch College is committed to the proactive management of bushfire risk and the protection of the school community. The College will maintain high levels of preparedness and respond swiftly and effectively to any bushfire threat in accordance with guidelines set by the South Australian Country Fire Service ("CFS").

Scotch College remains open during Catastrophic Fire Danger days.

Bushfire Risk Level and Planning

Fire Danger Ratings

- Scotch College will monitor daily Fire Danger Ratings (FDR) via the CFS and Bureau of Meteorology.
- Scotch College remains open on **Catastrophic** fire danger days, however the school will enact pre-determined procedures or relocate programs as needed.

Bushfire-Prone Area

- Scotch College is located in a *bushfire-prone area* as designated by the CFS. The school maintains a **Bushfire Action Plan (BAP)** and ensures it is reviewed and updated biennially.



Preparedness

Property Maintenance

- Grounds staff will regularly clear gutters, remove dry vegetation, and maintain firebreaks.
- All vegetation management will follow CFS recommendations.

Emergency Equipment

- Fire extinguishers, hoses, and other firefighting equipment will be maintained in working order.
- Emergency kits will be kept in key locations (incl: offices, boarding house, classrooms).

Training and Drills

- All staff will receive annual bushfire awareness training.
- All Fire Wardens will receive annual fire warden training, Including the use of fire extinguishers.
- Evacuation and/or Invacuation drills will be conducted at least once per term.

Response Procedures

Catastrophic Fire Danger Rating

- Scotch College will remain open on days of **Catastrophic** fire danger in the Mount Lofty Ranges fire district and Inbound students will be accepted.
- No school buses are permitted to travel into high bushfire risk areas. Parents will be required to make alternative arrangements to pick their children up at the end of the day.
- Communication will be made to families via SMS, email, the school website, and social media.

Evacuation or Invacuation

- In the event of a bushfire threat:
 - The **Primary Bushfire Refuge** on Torrens Park Campus, including Purrana is the **Chapel**.
 - The **Primary Bushfire Refuge** on Mitcham Campus is the **Gymnasium**.
 - The **Secondary Bushfire Refuge** for both Campuses is the Mitcham Council nominated emergency point.
 - If site evacuation is necessary, Scotch College will follow CFS directions and use the designated emergency evacuation routes provided by them.



Boarding Students

- On **catastrophic** fire days no student is permitted to leave unless accompanied by a parent or nominated guardian.
- On high-risk days, boarders may be relocated to off-site accommodation depending on CFS advice.

Loss of Power

- If at any point the College loses power to the site, the Critical Incident Policy will be followed.
- A loss of power during a bushfire will require the site to be evacuated in accordance with CFS directions to the designated refuge by the Mitcham Council.

Communication

Communication during a bushfire will be in accordance with the College's Critical Incident Policy.

Notification Procedures

- In the event of a bushfire emergency, the College will:
 - Notify parents and guardians as soon as practical.
 - Liaise with CFS, SAPOL, and other relevant authorities.

Information Channels

- Updates will be provided through:
 - Email and SMS alerts,
 - School mobile app, or
 - Scotch College social media platforms.

Review and Evaluation

- This policy will be reviewed biennially, or following a bushfire event, in consultation with emergency services and the Senior Leadership Team.

References

- South Australian Country Fire Service (CFS) Guidelines
- Department for Education – Bushfire and Emergency Management Policy