

**Woodbury Boston Primary School**  
**Bush Fire Response**  
**Information for Parents**

Our school has a well-developed policy and procedure for responding to a bushfire or bush fire threat, which is reviewed each year as we move into bushfire season. Parents need to be aware of the following aspects of this policy.

If a Catastrophic Fire Danger Warning is declared in advance and the school is advised to close, parents will be informed that the school will be closed until the warning is downgraded. You will be contacted to inform you of when the school will be closed, and you should not return your children to the school until you have received notification from us that it is safe to do so.

If the Catastrophic Fire Danger Warning is declared without enough time for us to pre-emptively close the school, we will contact you and ask you to collect your children from school. During the Bushfire season, please have arrangements in place for the collection of your children if you are unlikely to be available in such a situation. Children will only be released to parents or to someone you have given us permission to release them to. Children who are not collected will be taken by staff to a safer location if there is a possibility that a bush fire will threaten the school. We will advise those parents of our actions if this is necessary.

In the unlikely, but serious, event that a fire is approaching our school and we do not have time for parents to collect children, we have an evacuation plan in place, which includes moving everyone to a safer location near the school, and then further evacuation by bus.

In the event of a fire, please **do not** attempt to come to the school to collect your child unless you have been asked to do so by the school.

Your children will be safer in a refuge than on the roads and the less traffic there is to get in the way of emergency services the safer your children will be.

Please rest assured that the safety of your children is always our first priority.

If you have any questions or wish to view our Fire and Other Emergency Evacuation Plan and Policy, please contact the school.