

Policy: **Civil Defence Emergency**

Policy Statement

Jireh Christian School recognises its responsibility to ensure the safety of its students and staff in the case of a Civil Defence emergency. In the event of an emergency, the safety of the staff and students of the School is paramount.

Procedural Guidelines

- The School will have in place a set of procedures specific to each hazard. The staff will follow the steps to ensure the safety of all concerned.
- The School will follow the Civil Defence Plan contained in the document.
- The School will liaise with the Auckland Council Civil Defence headquarters and other emergency services.
- The School will act as a back-up facility in an emergency.
- Location of Civil Defence Emergency Response documentation to be held at the office and the Meeting Room.

Review schedule: Triennially

ADOPTED BY BOARD OF TRUSTEES			
Date	12 th September 2017	Chairperson	R Thornton (Acting)
Reviewed	Date 28 th November 2017	Chairperson	R Thornton
Reviewed	Date 23 rd June 2020	Chairperson	M Causley