

EMERGENCY NUMBERS

| | |
|--|--------------------------------|
| AMBULANCE / POLICE / FIRE | 000 / 112 (from Mobile) |
| NON EMERGENCY AMBULANCE | 13 12 33 |
| SERVICE OFFICE | 07 3151 2007 |
| SERVICE EMERGENCY NUMBER | 0487 285 113 |
| POISONS INFORMATION CENTRE (24 Hours) | 13 11 26 |
| CHILD SAFETY | 1800 811 810 |
| OFFICE FOR EARLY CHILDHOOD EDUCATION AND CARE | (07) 3436 6204 |



INJURY ACTION PLAN

In the event of an emergency the Action Plan outlined below shall be implemented:

1. **APPLY FIRST AID**
2. Dial relevant emergency numbers - **000** or 112 (from a mobile)
3. Contact the service's emergency number **0487 285 113** (*store in your mobile phone contacts*) or call your emergency support person for assistance and back up
4. Ring the parent or guardian of the child/children. If unavailable, ring their nominated emergency contact person or contact
5. On excursions a copy of the emergency contact list and family details is to be taken with you in your car and travel bag. It is recommended that these contact numbers be stored on your mobile phone
6. If necessary/possible accompany the child to the doctor/hospital
7. When the child is in a stable condition, or in the care of an ambulance officer, nurse or doctor you will need to complete the injury/incident report if applicable and send it to the co-ordination unit of the service.

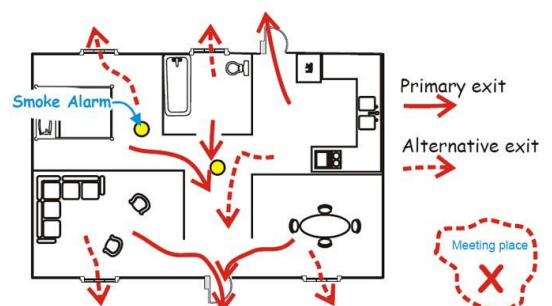
EMERGENCY EVACUATION PLAN

1. **STOP! THINK! RESPOND!**
2. Safe, quick and calm evacuation of all children and adults
3. Account for all children and adults
4. Comfort children in distress and treat any injuries
5. **DIAL 000** or 112 (depending on mobile service) for the fire brigade and ambulance
6. If anyone is missing, tell the police, fire or ambulance officers - **DO NOT RETURN TO THE HOUSE**
7. Contact the service and parents
8. Complete incident report



On your emergency plan: Please note –

- ❖ Emergency warning alarms (**smoke alarms**)
- ❖ Location of fire blanket and or fire extinguisher
- ❖ 2 emergency routes
- ❖ Designated meeting area which is accessible at all times.



EMERGENCY EVACUATION DRILL IS TO BE PRACTICED EVERY 3 MONTHS OR WHEN A NEW CHILD COMMENCES CARE.

EMERGENCY NUMBERS

| | |
|---|-------------------------|
| AMBULANCE / POLICE / FIRE | 000 / 112 (from Mobile) |
| NON EMERGENCY AMBULANCE | 13 12 33 |
| SERVICE OFFICE | 07 3151 2007 |
| SERVICE EMERGENCY NUMBER | 0487 285 113 |
| POISONS INFORMATION CENTRE (24 Hours) | 13 11 26 |
| CHILD SAFETY | 1800 811 810 |
| OFFICE FOR EARLY CHILDHOOD EDUCATION AND CARE | (07) 3436 6204 |



INJURY ACTION PLAN

In the event of an emergency the Action Plan outlined below shall be implemented:

1. **APPLY FIRST AID**
2. Dial relevant emergency numbers - **000** or 112 (from a mobile)
3. Contact the service's emergency number **0487 285 113** (*store in your mobile phone contacts*) or call your emergency support person for assistance and back up
4. Ring the parent or guardian of the child/children. If unavailable, ring their nominated emergency contact person or contact
5. On excursions a copy of the emergency contact list and family details is to be taken with you in your car and travel bag. It is recommended that these contact numbers be stored on your mobile phone
6. If necessary/possible accompany the child to the doctor/hospital
7. When the child is in a stable condition, or in the care of an ambulance officer, nurse or doctor you will need to complete the injury/incident report if applicable and send it to the co-ordination unit of the service.

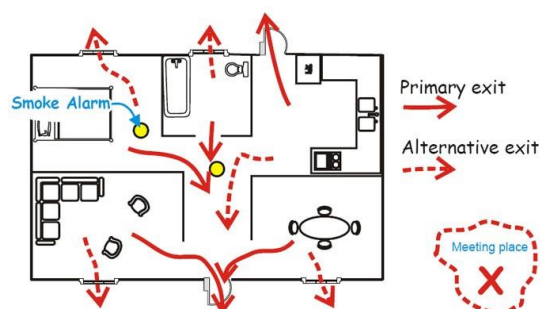
EMERGENCY EVACUATION PLAN

1. **STOP! THINK! RESPOND!**
2. Safe, quick and calm evacuation of all children and adults
3. Account for all children and adults
4. Comfort children in distress and treat any injuries
5. **DIAL 000** or 112 (depending on mobile service) for the fire brigade and ambulance
6. If anyone is missing, tell the police, fire or ambulance officers - **DO NOT RETURN TO THE HOUSE**
7. Contact the service and parents
8. Complete incident report.



On your emergency plan: Please note:

- ❖ Emergency warning alarms (smoke alarms)
- ❖ Location of fire blanket and or fire extinguisher
- ❖ 2 emergency routes
- ❖ Designated meeting area which is accessible at all times



EMERGENCY EVACUATION DRILL IS TO BE PRACTICED EVERY 3 MONTHS OR WHEN A NEW CHILD COMMENCES CARE.