



Risk Management Plan

Risk Action Plan

The risk: Flood

Detail of the risk event/scenario: Overflow of storm water drains and Dumeresque creek in torrential rain situations.

RISK DRIVERS	<p>Key drivers:</p> <ul style="list-style-type: none"> ▪ Proximity to Dumeresque creek ▪ High instances of flooding of streets in Armidale and preschool surrounds ▪ Seemingly inadequate storm water drainage systems ▪ Instances of torrential rain
RISK RATING	MEDIUM
CONTROLS	<p>Current controls in place:</p> <ul style="list-style-type: none"> ▪ The establishment of an Emergency Evacuation & Lockdown plan & procedure. ▪ The display of Evacuation maps and procedures in key locations within the Service, including in classrooms. ▪ Quarterly trial evacuations – depicting scenarios, including a flood event ▪ Conducting spontaneous evacuations – depicting scenarios, including a flood event ▪ Provision of bi-annual emergency procedures for all staff including casuals. ▪ Emergency Go kit on site ▪ Replacement of all old corroded gutters with new pvc pipework ▪ Repair of water retention areas within the front and back outdoor environments. Areas lifted and covered in soffit. ▪ Installation of additional rain water tank for gutter overflow
EFFECTIVENESS OF CONTROLS:	ADEQUATE
POTENTIAL ADDITIONAL CONTROLS:	<ul style="list-style-type: none"> ▪ Review of all fire exits to ensure compliancy. (removal of existing bolts or locks). ▪ Installation of gutter guards to minimise blockage of gutters.
REASONS WHY ADDITIONAL CONTROLS ARE NOT YET IMPLEMENTED:	<ul style="list-style-type: none"> ▪ n/a
KEY RESPONSE MEASURES:	<ul style="list-style-type: none"> ▪ Implement lock down if required ▪ Contact emergency services ▪ Notify the Nominated Supervisor and parents/families and Committee ▪ Notify regulatory authority (if applicable).



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"help me to do it myself"

Risk Management Plan

- RECOVERY MEASURES:**
- Re-open the centre in communication with emergency services
 - Arrange counselling for those affected
 - Review the emergency plan

ACTION ITEMS	ACTIVITY OWNER	DUE DATE	COMPLETION DATE
▪ Employ Armidale Locksmiths to remove all locks/bolts from fire exits and make compliant	Director	30/5/19	28/04/19
▪ Install additional drainage in front play area	Director	30/12/21	31/12/21
▪ Finalise quotes for gutter guard installation and present to committee for approval.	Director	30/5/19	22/5/19
▪ Install Gutter Guards	Director	31/12/19	30/12/22