CRITICAL INCIDENT POLICY

1)

include but is not limited to:

a) Serious injury, illness or death of a student or staf

b) Students or staf lost or injured on an excursion

c) A missing student

d) Severe verbal or psychological aggression

e) Physical assault

f) Student or staf witnessing a serious accident or incident of violence

g) Natural disaster e.g. earthquake, food, windstorm, hailstorm or extremes of temperature

h) Fire, bomb threat, explosion, gas or chemical hazard

i) Social issues e.g. drug use, sexual assault

3) Critcal Incident Commitee

a) Nambour Christan College has a Critcal Incident Commitee to assist the principal in the preventon and management of critcal incidents at the school, or of campus in the case of an overseas student for whom the school has undertaken care responsibilites.

b) Geof van der Vliet is the critcal incident team leader.

c) The Critcal Incident Commitee also includes:

i) the principal,

ii) staf members - members of Executve Team - Head of Senior School, Head of Middle School, Head of Junior School, Head of Early Learners, Director of Marketng, Director of Student Wellbeing, PA to Executve Principal and Head of Business Operatons

iii) the College Registrar

d) The responsibilites of the commitee include:

i) risk assessment of hazards and situatons which may require emergency acton

ii) analysis of requirements to address these hazards

iii) establishment of liaison with all relevant emergency services e.g. police, fre brigade, ambulance, hospital, poisons informaton centre, community health services

iv) 24 hour access to contact details for all students and their families and emergency contacts provided by the student's family (for schools with overseas students this will also include agents, homestay families, carers, consular staf, embassies and interpretng services if necessary)

v) 24 hour access to contact details for all relevant staf members needed in the event of a critcal incident e.g. school counsellor, welfare ofcer, legal services, school security

vi) development of a critcal incident plan for each critcal incident identfed, including arranging emergency or alternatve accommodaton arrangements if necessary

vii) disseminaton of planned procedures

viii) organisaton of practce drills

ix) regular review of the critcal incident plan

x) assistng with implementaton of the critcal incident plan

xi) arranging appropriate staf development

xii) budget allocaton for emergencies