

EMERGENCY RESPONSE PLAN

Whiteman Park has included an excerpt from our *Critical Incident and Emergency Evacuation Plan* for your records below and provided a copy of emergency muster points on the Whiteman Park map.

In the event of an emergency evacuation on the day of your visit, the Bookings Officer will be responsible for your class. To assist us, please leave an emergency contact name and mobile number with the Bookings Officer when you register your class' arrival. It is suggested that the school supervisory team have immediate access to a list of names, contact numbers and relevant medical history of all participants (including parent helpers) attending the excursion.

Park Management is responsible for public safety. Whiteman Park community groups have their own procedures that are compatible with Park Management plans. Please note the following guidelines pertaining to various emergency scenarios within the Park:

1. Minor Incidents

All incidents resulting in injury to any person or damage to public or Park property should be reported to Park Management. This is essential so that Management can implement remedial action.

2. Lost Persons

The Whiteman Park Duty Officer must be advised of lost persons immediately. He/she will arrange announcements on the radio and public address systems and coordinate initial search action.

Essential information to be provided to the Duty Officer includes the Name, Age, Gender, Clothing description, Location and time last seen, plus any other relevant information.

3. Major Incident

Please note that Park attractions may be required to close at short notice during an emergency.

While fire is the most common emergency in Whiteman Park, it is possible that other types of emergencies may occur. Park staff will provide the initial response and when emergency services (e.g. police, fire brigade) arrive, they will assume control.

Please report all incidents to Park staff. Essential information to be reported includes:

- | | |
|---|--|
| <input type="checkbox"/> Exact location of the incident | <input type="checkbox"/> Extent of injuries and number of persons involved |
| <input type="checkbox"/> The nature of the incident | <input type="checkbox"/> What assistance is required |

In the event of site emergency or major incident, instructions will be issued over the public address systems in the Village and Mussel Pool areas or Whiteman Park staff who will be identifiable by uniform or name tag.

PLEASE LISTEN TO ALL ANNOUNCEMENTS AND FOLLOW ANY DIRECTIONS GIVEN.

In this instance school supervisory teams are responsible for managing the movement of students under the direction of Whiteman Park staff. School supervisory teams are strongly recommended to meet the recommended supervision requirements to support these procedures.

EVACUATION PROTOCOLS

Evacuation protocols will vary depending upon where your class is located within the Park:

Village Area - The exit may be via Beechboro Road, Lord Street or Dulwich Street, whichever is the safest. The Duty Officer will advise visitors over the PA system. If it is not safe to leave the Village all persons should congregate at one of the Emergency Muster Areas (1–3).

Mussel Pool Area - The exit for Mussel Pool will normally be Dulwich Street. If these areas cannot be safely evacuated then all persons should at one of the Emergency Muster Areas (4–6).

Tram and Train Services - As a general rule services will terminate and all rolling stock return to workshops if safe. Should it be unsafe to travel any section of track then the train/tram will stay at a station.

Bushtrails and Walk/Cycle Paths - Walk/Cycle Paths will be closed by signs at terminals and road crossings during an emergency. Do not use a bush trail or walk/cycle path if it puts yourself or anyone at risk.

In the event of a major incident all three Public Entry gates will be closed and staffed by Park staff or volunteers. Only emergency vehicles and essential staff will be allowed to enter.

THIS INFORMATION IS VALID UNTIL 31 JANUARY 2012