

ST PAUL'S COLLEGE

WALLA WALLA, NSW



A Co-educational Christian Day and Boarding School

Critical Incident Policy

Policy Statement

St Paul's College is committed to ensuring that staff, students and parents are provided with a safe and healthy work environment. Further, in ensuring its duty of care to staff and students, the College takes responsibility for the management of both on-site and off-site school related emergencies and critical incidents. The intention of the effective management of a critical incident is to minimise trauma and distress to students, staff and parents, as well as minimise damage to school property. Consequently, the College will establish and implement a Critical Incident Management Plan (CIMP) lead by the College Critical incident Response Team (CIRT)

Definitions

A critical incident can be described as any event or circumstance that:

- Causes normally stable and healthy people to experience unusually strong emotional or psychological distress which has the potential to interfere with their ability to function either at the time of the event or later
- Endangers the health and well-being of staff or students
- Endangers College property

Events or circumstances that may be deemed as a critical incident include:

- Bomb threat
- Natural disaster
- Epidemic/pandemic
- Death of a staff member or student
- Assault of a staff member or student
- Fire
- Explosion
- Self harm or suicide
- Intruder in the College
- External threat to the College
- A staff member or student has sustained a serious injury

Principles

Our accepted rules for action:

- Establishing that duty of care of all persons is taken seriously by the College
- Completing risk assessments for all extra-ordinary activities
- Ensuring the safety and wellbeing of every person in the College is paramount
- Preparing for unplanned, potentially harmful events

Responsibilities

1	College Board	To approve this Policy
2	Principal	To oversee the implementation of this Policy To inform staff, students and parents of this Policy To coordinate practice emergency procedures for lockdown & evacuation
3	All staff	To know and comply with this Policy

Approval date: August 2020

Review date: 2023