



## Earthquake Policy

An earthquake drill will be practiced for one week within the school term (x4 a year) where all staff and children present at those times will practice the drill.

The practice will consist of following the procedure below and a shout of

“EARTHQUAKE”

### PROCEDURES:

- Stay inside
- Each staff member to take children/tamariki in close proximity ensuring they are finding ‘safe places’ (beneath solid structures or beside half walls; away from windows and possible falling objects)
- Once shaking ends, in the case of damage, turn off heaters and power as a precaution
- When outdoors; keep clear of high walls, power lines and windows
- Lie in a ‘turtle position’ (crouching with hands over head)
- Adults to protect children by closeness and use of bodies to shield children/tamariki
- Staff stay on the premises with the children unless the building is to be evacuated
- Staff to make contact with parents/guardians/whanau making them aware of the situation, staff are then to remain with the children/tamariki until the last child is collected leaving a note for the Civil Defence officers letting them know who and where everyone has assembled