

## PROCEDURE/GUIDELINES

Reviewed Jan 2025 – using Civil Defence Emergency Management Otago

<https://www.otagodem.govt.nz/hazards/tsunami>

### Guidelines

#### Before a Tsunami:

If you feel a long or strong earthquake and you are in the red or yellow zones near the coast, leave immediately and go inland or to higher ground. Don't wait for an official warning. If you're in any doubt about whether you're in or near an evacuation zone, it's safest to go. **Bathgate Park is at the edge of the yellow zone.**

If there is an official warning, follow the instructions from emergency services or Emergency Management Otago.

DON'T travel into the areas at risk to get your belongings

Walk or bike if possible. Drive only if it is essential. If driving, keep going once you are well outside the evacuation zone to allow room for others behind you to evacuate.

While evacuating, avoid hazards caused by earthquake damage, especially fallen power lines. Do not return until you get an official all-clear message from Civil Defence.

Getting ready before a tsunami strikes will help reduce harm to our community and help us survive. To ensure we are as prepared as possible, **Bathgate Park will have a Tsunami Drill practise once a year – usually connected to the Nationwide Shake out event, Term 4. Depending on how the school responds a possible second tsunami practise within 6 months may occur.**

In preparedness for this:

- a) All staff members are to have each other's cell numbers.
- b) All staff to be aware of evacuation procedures and evacuation routes. (See below)
- c) Practise evacuating to the assembly point and following the evacuation procedure.
  - Class role taken
  - Support staff / visitors accounted for.
  - Wait for further instructions.
  - Remain calm and calm those around you. REASSURE.
- d) Make sure the parent community is aware of the collection point.
- e) Emergency Backpacks should be easily accessible and ready to just "grab and go."

#### During a tsunami:



**When an earthquake is long** (more than one minute) or **strong** (powerful enough to knock you off your feet) then **GET GONE** – Evacuate immediately.

#### **The Tsunami evacuation arrangements are:**

- In an actual event the school will walk/make their way along the following route: Out the front entrance of school, across the street, along Helena Street to Hillside Road. Turn left and continue

along Hillside Road to Surrey Street. Cross the road, up Surrey Street to Carisbrook School grounds and arrive at Assembly point.

- For practises we will go to the far end of Bathgate Park, down by Hillside Road waiting on the grass.

### **Once you have reached safety:**

- If cell service has not been affected – bulk text / email sent out to update the parent community.
- Listen to your radio or TV for advice and information and/or visit the Dunedin City Council website or Civil Defence site using the link above.
- As our school is located in an area at risk of a tsunami, do not wait to be told to evacuate. Also evacuate if instructed to by Civil Defence.
- Follow the instructions of Civil Defence
- Continue to monitor the media for advice or instructions.

### After a tsunami:

- A tsunami can be more than one wave and when it hits, it may not be safe on the coast for up to 24 hours. Often the first wave is not the biggest.
- Stay away from at-risk areas until the official all-clear is given.

### **GENERAL INFORMATION / CONSIDERATIONS:**

- Do not rely on using the bell system during a tsunami emergency. Power failures may make the system inoperable. Have a back-up system, actual bell / whistle, and practice with the back-up system so that both staff and students understand its significance.
- Tsunamis generated from distant sources may allow several hours for notification and orderly evacuation, but a locally-generated tsunami can arrive with NO warning other than Nature's own warning - an earthquake.
- An emergency backpack will be stored in each classroom and office for use in both earthquakes / tsunamis and other emergencies. This is to avoid the time lost picking up equipment from "the office"
  - Fluro vest = to ensure they are easily identifiable
  - Printed copies of emergency procedures and protocols for staff (in waterproof folder)
  - Flashlights & extra batteries,
  - Emergency whistles for signalling
  - Duct tape or electrical tape for securing materials or sealing spaces
  - First aid kit: including bandages, antiseptic wipes, gloves, and pain relievers.
  - Basic hygiene items (hand sanitizer, wet wipes, tissues)
  - Face masks for dust or debris.
  - Up to date hard copy class lists with parent contact details
  - Office to carry an up to date school and staff list (in a waterproof folder)
  - Toilet roll
  - Pen / pencil & paper in waterproof bag
  - Any medications for staff or students
  - Plastic bags for waste disposal or carrying items.
  - Water

### Optional

- small comfort toys for younger children
- Simple activities to calm and occupy children (e.g., coloring sheets, decks of cards for distraction for students, knucklebones, toy cars etc)