

NSK and NCC OSHC Emergency and Evacuation Policy

Purpose:	The purpose of this policy is ensure the safety of staff and children at Next Steps Kindy and Northside Christian College Outside School Hours Care in the case of an emergency or evacuation.	
Scope:	Children attending the service, parents and employees, including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements	
Status:	Approved	Supersedes: NSK- Emergency Management and Evacuation Policy, NSK – Emergency Services Contact Policy, NSK – Lockdown Policy NCC – Emergency Equipment and Facilities Policy, NCC – Drills and Evacuation Policy, NCC – Harassment and Lockdown Policy
Authorised by:	NSK and NCC OSHC Board	Date of Authorisation: 13 Jun 2018
References:	<ul style="list-style-type: none"> • Work Health and Safety Regulations 2011 • Education and Care Services National Regulations 2011: Regulations 97, 168 • National Quality Standard: Quality Areas 2.2.2, 7.1.2, 7.1.3, 	
Review Date:	Every 2 years	Next Review Date: 2020
Policy Owner:	Emma Thomas and Rachel Moore	

Policy Statement

Next Steps Kindy and Northside Christian College Outside School Hours Care follow the Emergency management procedures as described in current version of the 'Nexus Church and Northside Christian College Fire and Evacuation Control Plan'.

Summaries of this plan are displayed and available to staff.