



## Malmsbury Primary School

### Catastrophic Fire Rating Day Closure Procedures

- Malmsbury PS is on the Bushfire At Risk register. This means that our school is closed on any Catastrophic day and our OSHC service will also be closed.
- School buses do not operate to our school on a Catastrophic day and no staff or students are permitted to be on the school premises.
- Catastrophic days are declared at least 24 hours in advance. If a Catastrophic day is declared during the school week then a note will be sent home from school to alert families to the school closure.
- A follow up phone call or Sentral message requiring a confirmation will confirm each family has received the notification regarding the Catastrophic day closure.
- Staff will be phoned to confirm they know the school will be closed due to a Catastrophic day being called.
- If a Catastrophic day is declared over a weekend for a Monday, we will use the Sentral app, Facebook and phone calls to let parents know our school will be closed. Senior staff members will have home access to parent contact numbers in a secure location to enable parents to be contacted on weekends.
- Staff will be called to notify them of the Catastrophic day closure that has been declared over the weekend.
- Parents and staff will be reminded to monitor weather warnings over weekends until the bushfire season is over.
- Regular reminders will be placed in the newsletter about regularly checking the Sentral app and to follow us on Facebook for any notifications.