

## CYCLONE PROCEDURES PARENTS

The cyclone season is from 1 November to 30 April each year. During each season Darwin/Palmerston faces the potential threat of cyclones and subsequent property damage.

Please note that Bakewell Primary School is not a cyclone shelter.

The procedures to follow in the event of a cyclone and school closure during the school day are:

1. Listen to radio or watch TV (The ABC is the official media broadcaster for all emergency information). There will be an announcement from the Northern Territory Department of Education. This advice is likely at Cyclone Warning – Stage Three.
2. If a school closure announcement is made your child/ren must be collected from the school within **45 minutes**. They **WILL NOT** be permitted to walk or ride home. The class teacher **must** be informed that your child has been collected so all children can be accounted for. It is a requirement that class teachers record each child, the name of the parent/carer/adult collecting the child and the time collected before the child is permitted to leave the classroom.
3. In the event of a school closure and you are not able to get to the school within 45 minutes you will need to make arrangements for another responsible adult to collect your child/ren. Students will not be permitted to go with older siblings.
4. Children not collected in this time will be taken to the Library to be organised to be taken to the Rosebery Middle School Cyclone Shelter by the Principal and designated staff members. The Principal or his/her delegate will remain with children at Rosebery Middle School until they are collected.

**Effective: Term 1 2018**

**Review: Term 4 2019**