



FIRE RESPONSE PLAN

43 Murrays Road, Whanregarwen Vic

P.O. Box 227

Alexandra, Vic 3714

Phone: (03) 5772 1409

MANAGEMENT:

Chase & Brooke Pearce

&

Peter & Sandra McEldrew

FIRE PLAN INFORMATION

ALEXANDRA ADVENTURE RESORT

- Alexandra Adventure Resort is located in the North Central District for Fire Danger Ratings and Total Fire Bans.
- Alexandra Adventure Resort have a Fire Safety Coordinator who monitors for any active fires in the local area. Chase Pearce is the Camp owner who lives onsite and is also the Fire Safety Coordinator.
- All Alexandra Adventure Resort onsite staff have the Vic Emergency APP on their phones and during high fire danger days, this is monitored daily within the summer period and or if alerts come through at any given time. All staff carry walkie talkie radios for communications onsite between 8.30am – 5.30pm. After hours communication is set in place for all groups staying onsite.
- The Vic Emergency website is open and monitored in the Office for any local warnings and/or incidents.
- A portable radio is also available in the Office with local Emergency Broadcaster, UGFM 106.9 station if required.
- Part of our Emergency Management Plan involves having Room Accommodation lists for all schools/groups staying on the property. This records names of all campers staying on the property for each lodge/building so a head count can be done in case of emergency.
- Fire extinguishers and fire blankets are located around the buildings of the property.
- Use of our onsite Camp Fire and BBQ is prohibited on total fire ban days
- In case of reports of fire in the immediate area, assessment takes place by Alexandra Adventure Resort management and responsible Authority and if deemed necessary all campers will be evacuated.
- The local bus lines location is 7kms from Alexandra Adventure Resort in which an arrangement is set in place to call upon in the case of any emergency.
- There are three emergency road exit options leading from Camp to Molesworth/Yea, Alexandra or Taggerty.
- If an Emergency Relief Centre is open in a nearby town, campers would be taken to this site.
- There are several *Neighbourhood Safer Places* located within Murrindindi Shire.
- Alexandra Adventure Resort keep in regular contact with the local CFA to inform how many people are onsite at the Camp.
- All buildings onsite have Emergency Evacuation Plans displayed on the wall with site plan and evacuation routes.

ONSITE FIRE PREVENTION:

- There is a fire emergency evacuation plan in place.
- We test emergency arrangements at regular intervals to ensure that procedures work and everyone learns emergency protocols.
- Firewood collection from dropped branches and fallen trees is collected every 2 weeks for firewood for the camp fire, thus removing fuel from the grounds
- Include weekly inspections of:
 - Fire alarm systems - are they operating properly?
 - EXIT signs - are they posted?
 - Exits - are they free of obstructions? Unlocked?
 - Fire extinguishers - are they properly placed?
 - Smoke detectors - are they in good working order?
 - Ceiling fans within bathrooms – are they in working order?
- Batteries in all Smoke Alarms are changed monthly.
Dual system in place for smoke alarms. If one goes off in any room, every smoke alarm in every room fires their alarm also.
- Teachers, supervisors and students are informed of our emergency management plan upon arrival – evacuation point indicated and shown on orientation talk.
- When new staff members are employed, they are trained in safety procedures in case of fire and shown where fire extinguishers and fire hoses are located around the camp, and instructed in their use.

Monitoring Weather Conditions:

- Weather conditions are monitored daily – In the case of a high fire risk day, our local bus company are advised to have us as a standby booking, to have ready to leave if advised only by the CFA.
- Monthly weather reports are printed at the start of each month as a daily guide for office staff to be aware of any potential fire danger days
- Weather apps are on all AAR staff phones and staff to check this daily.

KEEPING AWARE:

- Weather – warmer days/ wind watch/ thunderstorms / dry Weather
- App - Download VIC Fire App
- Observing Fire Ratings Daily

Fire Emergency Phone App:

- Vic Emergency App.
- Type in property address 43 Murrays Road, Whanregarwen, Vic 3714

Fire Services Updates:

Victoria:

- [Vic Emergency website](#)
- [CFA Website](#)
- Victorian Bushfire Information Line on 1800 240 667 (free call)

Weather Updates & Warnings

- [Australian Bureau of Meteorology Website](#)

ONSITE FIRE UTILITIES:

Alexandra Adventure Resort has fantastic fire safe procedures and equipment onsite for use, prior to Fire Authorities arriving in the case of a fire.

Onsite equipment consists of:

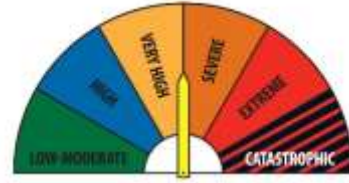
- ✓ Large Lake for water utilisation
- ✓ New Buildings built to fire rated compliance
- ✓ Fire extinguishers placed within all building areas, fire hoses onsite and fire pump with emergency water used from our lake.
 - These were all positioned and assembled by CFA Victoria. All equipment is checked by the CFA for compliance every 6 months.
- ✓ Fire Fighting Unit – 400 Litre transportable water tank onsite always ready for use.
- ✓ Emergency Fire Bell which indicates for everyone to move immediately to emergency evacuation area

IN THE CASE OF A DISTRICT EMERGENCY FIRE WARNING:

- Fire Authorities are aware that Alexandra Adventure Resort provides a duty of care.
- In the case of district fire reports or warnings within the immediate area, assessment takes place by Alexandra Adventure Resort management and all responsible authorities. If deemed necessary by Vic Fire Authority, all campers will be evacuated.
- Fire Alarm warning at the camp if emergency takes place – All campers follow protocol by meeting at emergency area as indicated on arrival day.
- Ensuring all campers onsite are at emergency area in order to be directed for next steps to take place.
- Fallons, the local bus company will be informed of immediate evacuation by camp management for all campers to be taken into the nearest town, Alexandra (7 kms from Camp) if safe to do so.
- Otherwise the safest route is taken to another nearby town, or campers may return to their school/home if safe to do so.
- Please Note: If evacuation from Whanregarwen campsite (ALEXANDRA ADVENTURE RESORT) is not viable to leave because of adverse conditions, campers would be directed from the oval to the purpose-built fire rated accommodation building (Turtle Lake House) located on our property. NOTE-the access walk to this building is a cleared area AND VISIBLE FROM THE CAMPSITE.

EMERGENCY DISTRICT FIRE:

Any sign of Bushfire must be reported to camp manager immediately.



- **FIRE DANGER RATING** The forecast of the fire danger index (FDI) is published on the Bureau of Meteorology (BOM) website as well as the Country Fire Authority (CFA) website. Alexandra Adventure Resort is located in the "NORTH EAST REGION" district. Each of the FDIs has recommended actions.
- **CODE RED:** In the event of the CFA declaring a Code Red day for Central District, the following applies: Once reported and advised by the CFA to Alexandra Adventure Resort, no staff members or clients are allowed to remain on site. Staff members and clients have to leave the camp the night before the Code Red Day if advised by authority or very early in the morning. If clients are booked in to arrive on a Code Red Day, the arrival has to be postponed until safe again.
- **Severe or Extreme:** In the event of the CFA declaring a Severe or Extreme fire danger day for Central Districts, the following applies: Camp managers will consult with the CFA to assess if it is safe to have staff members and/groups on site. Camp managers will make a decision based on CFA recommendation. If the decision is to not have any staff/clients on site, staff/students will leave the camp the night before or early in the morning or postpone if they are due to arrive.
- **Very High or High** On days of Very High or High fire danger camp managers will monitor the situation.

IN THE CASE OF AN ONSITE FIRE:

FOLLOW THE ACTION PLAN TO ENSURE ALL CAMPERS ARE SAFE

- ✓ Sound the alarm. At the first sight of flames, smell of smoke or notification that there is a fire in camp, yell FIRE and sound the alarm.
- ✓ Notify the Fire Department via mobile phone 000. Let the emergency operator end the conversation.
- ✓ Evacuate the building. Each leader should know and have a direct visual of each camper in his or her group at all times. Take a quick head count.
- ✓ While important, the speed of emptying a building should be secondary to maintaining proper order and discipline for proper and prompt evacuation.
- ✓ Keep calm. Never try to hide. If the room is smoky, crawl along the floor. Feel the doors; if they are warm, do not open them. When you leave a room, close the door behind you. If your clothes catch on fire, stop, drop to the ground and roll around.

Continued:

- ✓ Evacuate all campers to the emergency assembly area on the oval. The Fire Safety Coordinator to ensure an emergency first aid bag is taken to the emergency assembly area. A.A.R has 4 emergency first aid bags located onsite in different areas being First Aid Room, Canoe Storage shed, High Ropes activity and Pool area.
- ✓ As soon as the campers are assembled outside, take a roll call. If a camper is missing, check all other places; ask the other campers on the last known whereabouts of those missing.
- ✓ Notify the authorities of anyone unaccounted for with any relevant information of when they were last seen
- ✓ Designate a responsible person to meet the arriving Fire Department units to explain where the fire is located, and inform them of any other pertinent information.
- ✓ Once Fire is out, and everyone is safe, the area of fire is checked by our onsite builder and fire authorities

ONSIRE FIRE RESOURCES

Alexandra Adventure Resort has onsite resources to use in an emergency situation to start extinguishing a fire if it were to occur and if safe to do so.

Our camps policy is to ensure the safety of our campers and to minimise damage. The safety of staff and campers is paramount and we will only extinguish a fire if safe to do so. Otherwise we will wait for fire authorities to arrive.

We have the following equipment available to put out fires -

- 400 Litre Fire tank driven to fire area to be put into action.
- Onsite fire hoses turned on by owners once informed of fire
- If able to use; fire extinguishers located on all buildings & within

Overall Property area Assessment FIRE Risk

= Lower Risk Area

- Large onsite Lake decreases our risk
- Flat surrounding grounds
- Adjoining farmland with irrigation
- Onsite Fire Facilities – 400Litre onsite fire vehicle
- Fire Hoses Onsite
- Not surrounded by bushland or heavy shrub
- Close to waterways.

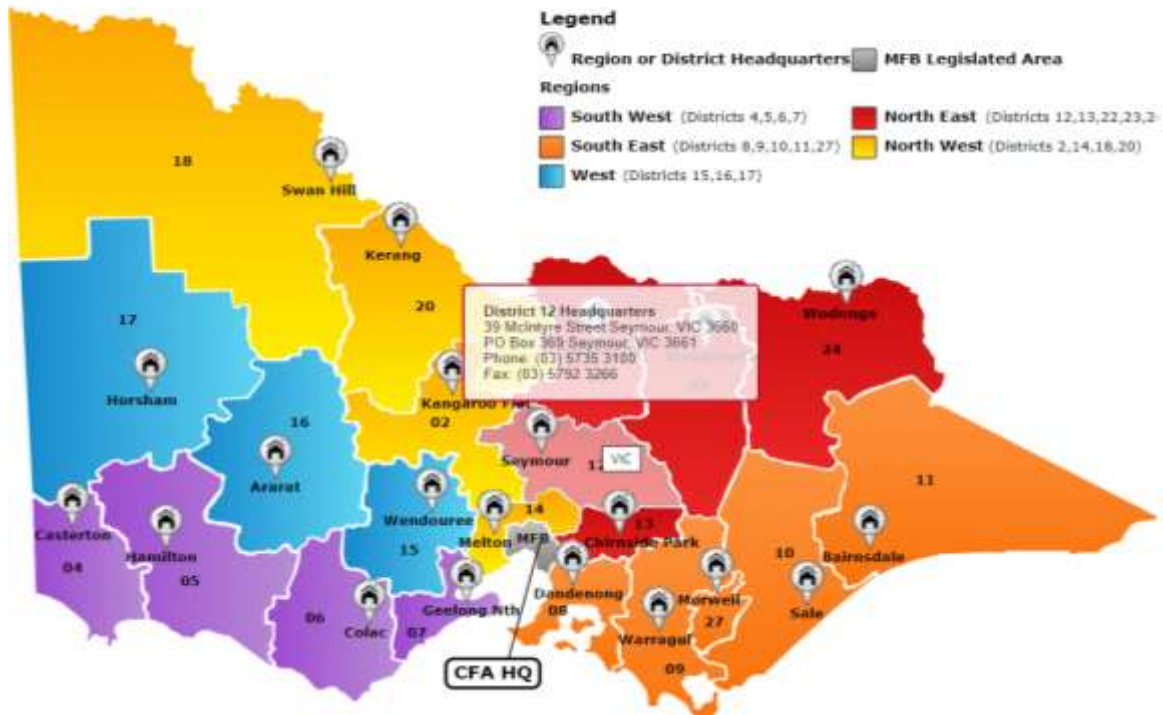
Satellite image on following page.



OUR CFA DISTRICT:

CFA Districts as a map

Hover your mouse over each District headquarters pointer to see contact details for that District. Selecting a District headquarters will take you to the contact details.



North East Region

- **District 12 Headquarters**
Address: 39 McIntyre Street **Seymour**, VIC 3660
Postal: PO Box 369 **Seymour**, VIC 3661
Phone:(03) 5735 3100
Fax: (03) 5792 3266
- **District 13 Headquarters**
Address: 272-274 Maroondah Hwy **Chirside Park** VIC 3116
Postal: Same as above address
Phone: (03) 8739 1300
Fax: (03) 8739 1382
- **District 22 Headquarters**
Address: 195-205 Numurkah Road **Shepparton**, VIC 3630
Postal: PO Box 932 **Shepparton**, VIC 3630
Phone: (03) 5833 2400
Fax: (03) 5833 2482
- **District 23 Headquarters**
Address: 1 Ely Street **Wangaratta**, VIC 3677
Postal: PO Box 565 **Wangaratta**, VIC 3677
Phone: (03) 5720 2300
Fax: (03) 5721 3497