

FIRE RESPONSE PLAN

ALEXANDRA ADVENTURE RESORT

**43 Murrays Road
Whanregarwen Vic 3714**



**Camp Owners:
Chase & Brooke Pearce
Peter McEldrew
Phone: 03 5772 1409**

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 8.15am – 4.45pm. 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 includes keeping 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.
These are checked for compliance twice per year by the CFA.
- 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 Authorities and if deemed necessary, all campers will be evacuated.
- The local bus company location is 7kms from Alexandra Adventure Resort where 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 measures at regular intervals to ensure that procedures work and everyone is familiar with emergency protocols.
- Firewood from dropped branches and fallen trees is collected every two weeks for firewood for the camp fire, removing fuel from the camp grounds.
- Weekly inspections include:
 - Fire alarm systems - are they operating properly?
 - EXIT signs - are they visible?
 - Exits - are they free of obstructions? Unlocked?
 - Fire extinguishers - are they properly placed and in working order?
 - Smoke detectors - are they in working order?
 - Ceiling fans within bathrooms – are they in working order?
- Batteries in all Smoke Alarms are changed every 6 to 12 months depending on life of the battery.

A Dual system is in place for smoke alarms. If one alarm goes off in any room, every smoke alarm in every room also fires their alarm. Once alarmed, all are checked and battery changed.
- Teachers, supervisors and students are informed of our Emergency Management Plan after arrival – evacuation points are indicated and shown on the 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 given instructions 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 our camp as a standby booking, to have ready to leave if advised by the CFA/authorities.
- Weather APPs are on all AAR staff phones and staff 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 \(https://emergency.vic.gov.au/respond/\)](https://emergency.vic.gov.au/respond/)
- [CFA Website \(https://www.cfa.vic.gov.au/\)](https://www.cfa.vic.gov.au/)
- Victorian Bushfire Information Line on **1800 240 667** (free call)
- VicEmergency Hotline **1800 226 226** (bushfire information & advice)

Weather Updates & Warnings

- [Australian Bureau of Meteorology Website](https://www.bom.gov.au/)

ONSITE FIRE UTILITIES:

Alexandra Adventure Resort has appropriate 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 are all positioned and assembled by CFA Victoria. All equipment is checked by the CFA for compliance every 6 months.
- ✓ Emergency Fire Bell which advises 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 procedure by meeting at the Emergency Evacuation Area as instructed on their arrival day.
- Ensuring all campers onsite are at the Emergency Evacuation Area in order to be directed for next steps to take place.
- 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 the Whanregarwen campsite (Alexandra Adventure Resort) is not viable to leave because of adverse conditions, campers would be directed from the Emergency Evacuation Area to the purpose-built fire rated accommodation building (Turtle Lakehouse) 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.***



There are four levels of fire danger in the new system.

Fire Danger Ratings are issued on days when there is a fire risk. Each fire danger rating has a clear set of messages including the actions the community can take to reduce their risk. Ratings are forecast using Bureau of Meteorology data for up to four days in advance, based on weather and other environmental conditions such as vegetation. The rating is your trigger to take action to stay safe.

Alexandra Adventure Resort is located in the NORTH EAST REGION district.

RATING MEANINGS:

NO RATING:

The system has an 'off' level for days where no proactive action is required. This means fires are not likely to move or act in a way that threatens the safety of the community. This rating is the thin white wedge on the colour wheel sitting under 'Moderate'.

MODERATE:

Most fires can be controlled.

HIGH:

Fires can be dangerous.

EXTREME:

Fires will spread quickly and be extremely dangerous. These are dangerous fire conditions, expect hot, dry and windy conditions.

CATASTROPHIC:

If a fire starts and takes hold, lives are likely to be lost. These are the most dangerous conditions for a fire.

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 the camp, yell FIRE and sound the alarm.
- ✓ Notify the Fire Authorities by calling 000. Do not hang up, 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 order and discipline for 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.
- ✓ Evacuate all campers to the Emergency Evacuation Area on the oval. The Fire Safety Coordinator is to ensure an emergency first aid bag is taken to the Emergency Evacuation Area.
ARR has several emergency first aid bags located onsite in different areas:
 - Full Red Kit bag - First Aid Room, Flying Fox shed & Kitchen.
 - Rescue bag - Canoe shed, Swimming Pool & Leap of Faith/Giant Swing shed.
 - Defibrillator – First Aid Room.
- ✓ As soon as all the campers are assembled outside, take a roll call. If a camper is missing, check all other safe places; ask the other campers on the last known whereabouts of those missing.
- ✓ Notify the authorities of anyone is unaccounted for, with any relevant information of when/where they were last seen.
- ✓ Designate a responsible person to meet the Fire truck units to explain where the fire is located and inform them of any other relevant information.
- ✓ Once Fire is out and everyone is safe, the area of fire will be checked by the fire/relevant authorities.

ONSITE FIRE RESOURCES

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

Our camp 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 use on a fire -

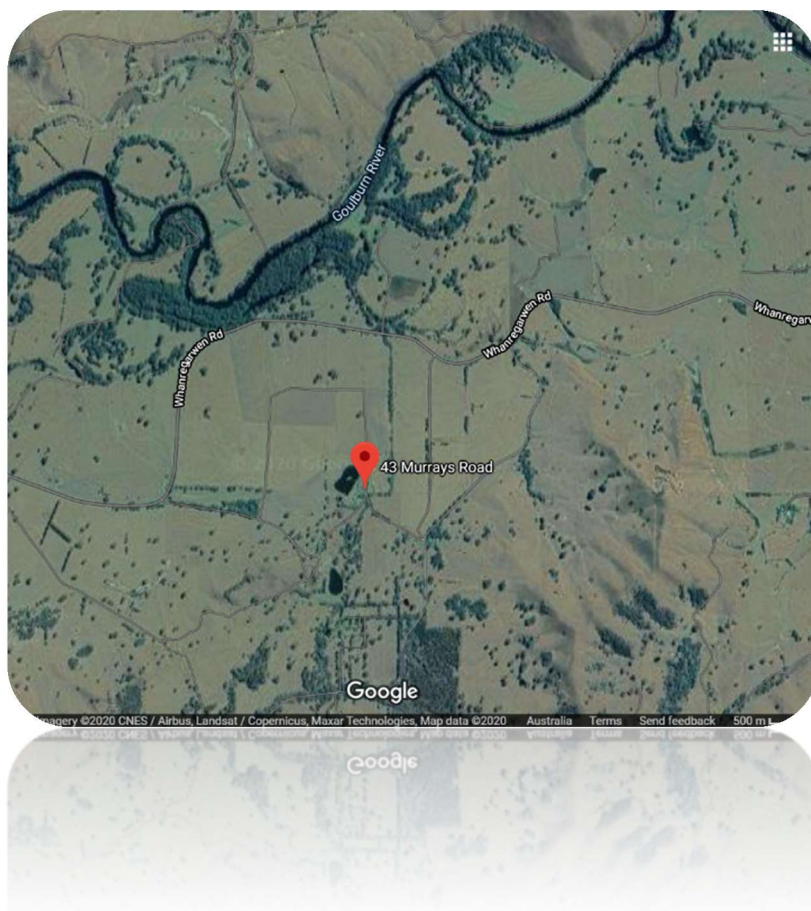
- Onsite fire hoses turned on by owners once informed of fire
- If able to use, fire extinguishers located on all buildings.

Overall Property area Assessment FIRE Risk

= Lower Risk Area

- Large onsite Lake decreases our risk
- Flat surrounding grounds
- Adjoining farmland with irrigation
- Fire Hoses onsite
- Not surrounded by bushland or heavy scrub
- Close to waterways.

Satellite image below:

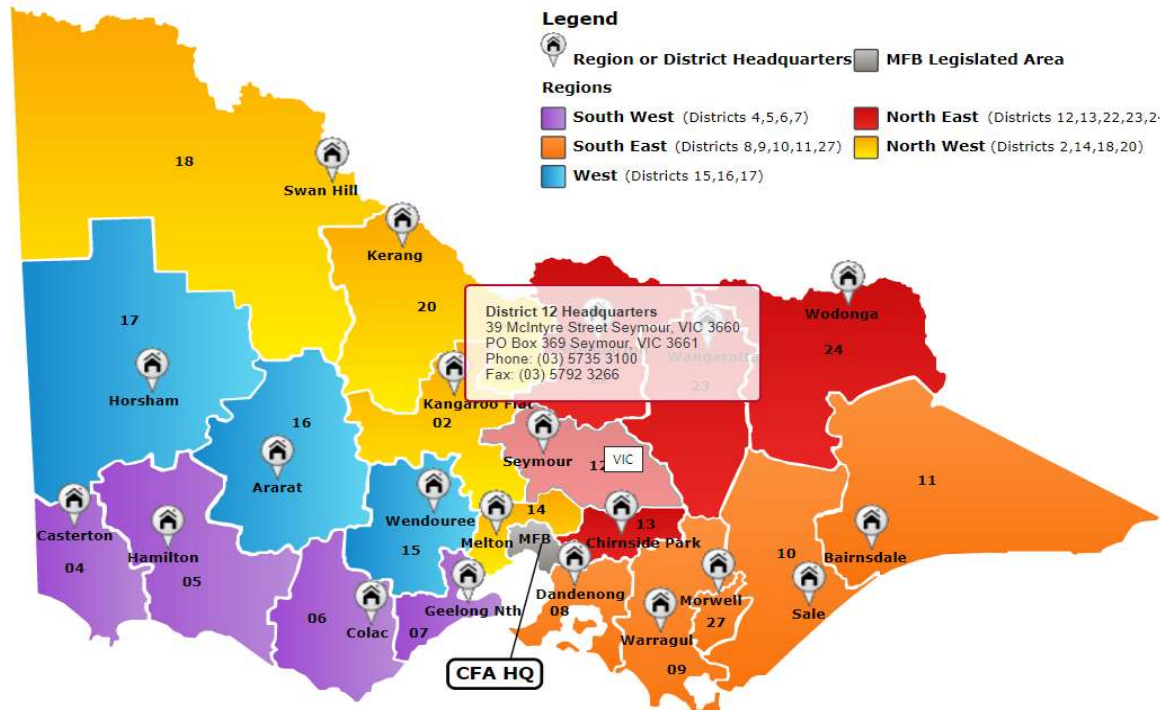


OUR CFA DISTRICT:

North East Region

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.



- **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 **Chirnside 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

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Updated March 2023