



Ngaio Childcare Centre Inc.
Civil Defence Preparedness Newsletter

Ngaio Childcare Centre has an Emergency Plan for the protection and care of children and teachers in the event of emergencies which could affect the centre, such as fire, earthquake. The evacuation procedures are in the daily roll sign-in book, please take time to familiarise yourself with those.

Our emergency evacuation drills teach the children fire evacuation and earthquake protection. We practice emergency evacuation at least once a term and all children are taught how to protect themselves. Please take the time to practice emergency evacuation at home with your child.

In the event of a major emergency, it is possible that some parents would not be able to get to the centre immediately to collect their child. The teachers of this Centre accept responsibility for the care and welfare of your child until collected by you, or your nominated emergency custodian. With this in mind, please provide us with updates of your contact details and emergency contacts information regularly.

All teachers are trained in first aid and are able to assist anyone injured until professional medical assistance arrives. To support our Centre during an emergency we have established a working relationship with the emergency services – police, fire service and civil defence – and other support groups in the community.

New Zealand's National Civil Defence Plan recommends that individuals, households and work places are self-sufficient for up to 72 hours in emergencies. The Centre has emergency supplies of first aid, food, water, and other resources necessary for the care and support of children and teachers for a limited time.

You can assist by donating some of the supplies that will be useful in an emergency. The list of the supplies will be posted on the parent information board. You can contribute further to the Centre's emergency preparedness and your child's security by establishing your own home emergency plan.

In the event of an emergency, should the teachers and children be required to evacuate, every effort will be made to advise parents/caregivers of the new location (note on the entrance door, radio message). The nearest local Civil Defence Centre is located in the Ngaio School.

In the event of an emergency we recommend you to stay calm and do not take risks on the road trying to reach the centre. Also try not to use the phone – we must have the lines open for emergency calls. Instead listen to the radio for road reports and advice from the emergency services and Civil Defence.