

Civil Defence Emergency Procedures

At the beginning of each year civil defence procedures are revisited within the college. Your daughter's safety is the most important consideration in any emergency.

The college holds a data file with instructions from caregivers on what to do in the event of a civil defence emergency during school time. This information needs to be accurate, please could you complete the form below and return by Wednesday 20 February 2003.

To enable the college to be prepared for self-sufficiency during an emergency a supply of goods and water is stored in the Civil Defence shed. All food collected during the previous year is donated to a Food Bank at the end of the year. We now need to restock our supplies for 2003.

Please give your daughter a food item (as outlined below) to bring to the college and deliver to her Tutor Group Teacher as soon as possible (**by end of week 3, Friday 15 February**).

McRae House	tinned fruit/ tinned soup
Macfarlane House	baked beans/spaghetti
Rutherford House	tinned fish/meat/vegetables
Columba House	cracker biscuits/ cruskitts

Thank you for your help.

Please complete the form below and return to your Tutor Teacher by Monday 10 February.

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Student's name _____ Year level _____ Tutor Group _____

I/we instruct St. Oran's College in the case of a civil defence emergency for my daughter to be: (please tick one)

- | | |
|---|--------------------------|
| 1. Kept at school for 3 days and then handed over to Civil Defence Emergency Authorities. | <input type="checkbox"/> |
| 2. Allowed to go home alone | <input type="checkbox"/> |
| 3. Collected by nominated person/s
1) Name: _____
2) Name: _____ | <input type="checkbox"/> |
| 4. Other (please give details on back of this form) | <input type="checkbox"/> |

Signed: Parent/Guardian _____
Date _____

