Bushfire Emergency Plan Operational Document

Prepare | Respond | Recover | Review

Lot 27 (#3) Westfield Road, Camillo

City of Armadale



Vulnerable Land Use Category: (Guidelines WAPC v1.3)

Category 1: A facility designed to accommodate occupants with reduced physical or mental ability such as the elderly, children (under 18 years of age) and the sick or injured.

Facility/Premises Use Type:

Childcare centre

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3 August 2021

Associated Bushfire Management Plan Reference No:

210675

To Be Reviewed Annually

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TABLE OF CONTENTS

USING THE BUSHFIRE EMERGENCY PLAN	3
THE DESIGNATED PRIMARY EMERGENCY PROCEDURE	3
EMERGENCY CONTACTS	4
INFORMATION TO MONITOR AND INFORM DECISION MAKING	5
THE TRIGGERS FOR ACTIVATION OF EACH BUSHFIRE EMERGENCY PROCEDURE	6
MAP – SITE EMERGENCY INFORMATION	7
MAP - EVACUATION ROUTES AND DESTINATIONS	8
DESIGNATED ON-SITE ASSEMBLY AREA	9
DESIGNATED EVACUATION DESTINATIONS	9
EVACUATION VEHICLE ARRANGEMENTS	10
THE BUSHFIRE EMERGENCY PROCEDURES AND THEIR REQUIRED ACTIONS	11
THE SAFE (EARLY) EVACUATION PROCEDURE	11
THE SHELTER-IN-PLACE PROCEDURE	14
THE ELEVATED THREAT PROCEDURE	16
THE RECOVERY PROCEDURE	17
THE PRE-EMPTIVE PROCEDURE	18
THE IN-SEASON PREPARE PROCEDURE	19
THE PRE-SEASON PREPARE PROCEDURE	20
LIST OF ADDITIONAL INFORMATION	
ADDITIONAL INFORMATION 1: BUSHFIRE WARNING SYSTEM AND FIRE DANGER RATINGS	24
ADDITIONAL INFORMATION 2: GUIDELINES FOR PEOPLE IN CARS DURING BUSHFIRES	26
ADDITIONAL INFORMATION 3: BUSHFIRE RISKS AND DANGERS	28





USING THE BUSHFIRE EMERGENCY PLAN

- 1. Know the designated PRIMARY PROCEDURE to apply in a bushfire emergency.
- 2. For any day, identify the relevant TRIGGER and its designated PROCEDURE that establishes the ACTIONS to be implemented.
- 3. Be familiar with the MAPS showing SITE INFORMATION and EVACUATION ROUTES AND DESTINATIONS.
- 4. Be familiar with the FIRE BEHAVIOUR INFORMATION and EMERGENCY CONTACTS / INFORMATION SOURCES.

THE DESIGNATED PRIMARY EMERGENCY PROCEDURE

In the event of a bushfire emergency, there is **ONE** designated Primary Procedure for the childcare centre at Westfield Road, Camillo and it applies to all persons within the facility and on the Site.

THE DESIGNATED PRIMARY PROCEDURE IS

SAFE (EARLY) EVACUATION

(refer page 11)

Safe early evacuation is the preferred option. However, given the ages of the occupants and the location and availability of suitable offsite transport options, evacuation may require an extended period of time. Allowances should be made for this when deciding to evacuate or shelter in place.

Where possible, parents should be contacted to pick up their children from either the childcare centre or the chosen evacuation location.

The nearest classifiable vegetation areas are unmanaged verge grass opposite the road to the site and a narrow strip of scrub/forest (4-8 metres wide) running along the railway reserve to the north and south of the subject lot. Due to the narrow width and orientation of the vegetation, exposure to extreme radiant heat, smoke and ember attack is expected to be limited. The proposed childcare centre is to be constructed to bushfire standards and will provide a viable option to shelter in place.



Western Power



EMERGENCY CONTACTS

FACILITY/PREMISES CONTACTS							
POSITION	POSITION NAME			ire responsibility	MOBILE NUMBER		
Property Manager		e determined and entered here to operation.		Contact.			
Property Owner	To be e	ntered here prior to operation.	Secondary Contact.				
STATE EMERGENCY CONTACTS							
ORGANISATION		SERVICES		NUI	MBER		
Department of Fire and Emergency Services (DFES) Police / Ambulance	/	Response to life threatening emergencies. Use to report a fire.		Call triple zero (000) or use the EMERGENCY+ Phone App.			
State Emergency Service (S	SES)	Assistance with structural damage, flooding, rescuing persons.		13 2500			

13 1351

OTHER CONTACTS							
ORGANISATION	SERVICES	PHONE NUMBER					
Armadale Health Service	Medical services	08 9391 2000					
Sir Charles Gairdner Hospital	Medical services	08 6457 3333					
Perth Children's Hospital	Medical services	08 6456 2222					
Department of Communities Child Protection and Family Support	Crisis care	1800 032 965					
Red Cross	Emergency humanitarian assistance	1800 733 276					
Salvation Army	Social services care line	13 72 58					

Response to electricity supply outages

and damage.







INFORMATION TO MONITOR AND INFORM DECISION MAKING

ORGANISATION	SERVICES	NUMBER/WEBSITE		
Your Surroundings	This can be your best information source. Stay aler as far as you can see. Be aware of the current an primary direction the fire will move.			
Emergency WA website	Warnings, incidents, fire danger ratings, total fire bans, preparation, and recovery information	www.emergency.wa.gov.au		
Radio	Bushfire alerts, warnings, and information.	Local ABC stations (AM/digital).		
Your Mobile Phone	Emergency alert (warnings).	An automated government telephone warning system for numbers in an affected area.		
Department of Fire & Emergency Services (DFES)	Public emergency information. Note: Call triple zero (000) to report a fire.	13 3337 (13 DFES) www.dfes.wa.gov.au www.twitter.com/dfes_wa www.facebook.com/dfeswa		
Parks and Wildlife Service	Bushfire alerts and warnings, prescribed burns in national parks.	www.dpaw.wa.gov.au		
Bureau of Meteorology	Fire weather information and weather forecasts.	www.bom.gov.au/wa/forecasts		
Main Roads WA	Road conditions/closures.	13 8138 www.mainroads.wa.gov.au		

Understanding Certain Fire Behaviours: The information below will assist decision making by making persons aware of potential limitations to the time available to conduct the designated Primary Procedure. This is important information to be aware of - particularly in the absence of any Emergency Warnings. If evacuating, it must be conducted early to be safe. Leaving late is a high risk action as the likelihood of the facility/premises or the evacuation route being impacted by fire increases significantly. Being on roads when a bushfire is close is a high risk action.

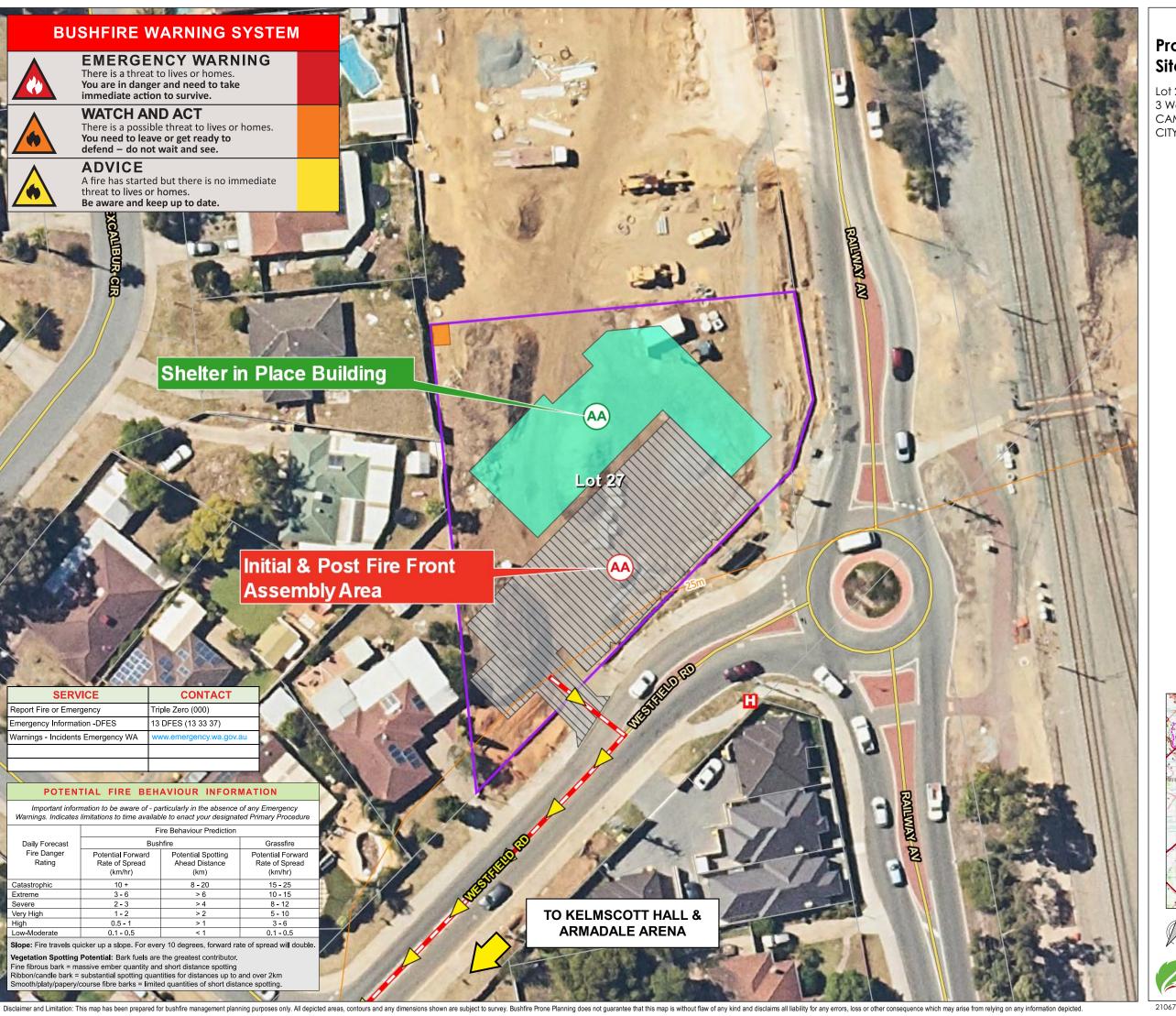
	BUSH	GRASSFIRE		
DAILY FORECAST FIRE DANGER RATING	Potential Forward Rate of Spread	Potential Spotting Ahead Distance	Potential Forward Rate of Spread	
	(km/hr)	(km)	(km/hr)	
Catastrophic	10+	8-20	15-25	
Extreme	3-6	>6	10-15	
Severe	2-3	>4	8-12	
Very High	1-2	>2	5-10	
High	0.5-1	>1	3-6	
Low-Moderate	0.1-0.5	<1	0.1-0.5	

Slope: Fire in vegetation will travel quicker up a slope. For every 10 degrees, the forward rate of spread will double. **Vegetation Spotting Potential:** Bark fuels are the greatest contributor. Fine fibrous bark = massive ember quantity and short distance spotting; ribbon/candle bark = substantial quantities of spotting at distances greater than 2km and shorter distances; smooth/platy/papery/course fibre barks = limited quantities of short distance spotting.



	THE TRIGGERS FOR ACTIVATION		RIISHEIDE EAA	EDGENCY PR	OCEDUPE			
	city of Armadale	ON OF EACH				PROCEDURES 1		
(28/09/2021 TRICCER	PRIM	ARY		SECONDARY			
	28/09/2021 TRIGGER RECEIVED	Safe (early) Evacuation	Shelter-in- Place	Elevated Threat	Recovery	Pre-Emptive	In-Season Prepare	Pre-Season Prepare
		Page 11	Page 14	Page 16	Page 17	Page 18	Page 19	Page 20
A	2:::0: go::0 / 00: ::000 po:00:::10: (do:::0::1/ disc o::0::0 di::di::10::0					of this Bushfire I nt procedure c		
ı	A BUSHFIRE IS IDENTIFIED. A bushfire EMERGENCY or WATCH AND ACT warning is in place; or If no warning has been issued, consider the broader landscape (vegetation and ruggedness/slope of the ground) and incorporate the 'Understanding Certain Fire Behaviours' information into your decision making.	X						
ı	A BUSHFIRE IS IDENTIFIED. A bushfire 'ADVICE' warning is in place; or If no warning has been issued, consider the broader landscape (vegetation and ruggedness/slope of the ground) and incorporate the 'Understanding Certain Fire Behaviours' information into your decision making.			X				
	A BUSHFIRE IS IDENTIFIED. The bushfire is controlled, or the fire front has moved past the facility/premises. Prior evacuation or sheltering in place may have been implemented.				X			
ı	NO BUSHFIRE IS IDENTIFIED. A Total Fire Ban is declared or the forecast fire danger rating (FDR) is Catastrophic or Extreme.							
(NO BUSHFIRE IS IDENTIFIED. The forecast fire danger rating (FDR) is Severe, Very High, High, or Low-Moderate.						X	
ŀ	PRIOR TO THE START OF THE BUSHFIRE SEASON.							X

Note 1: Each trigger will only activate a single initial emergency management procedure. If subsequently an additional or different procedure is to apply, this will be directed by the required actions established by the initial procedure.



Proposed Childcare Centre Site Emergency Map

Lot 27 on Plan 2706, Area: 2385 sq m 3 Westfield Road CAMILLO 6111 CITY OF ARMADALE



AERIAL IMAGERY: Landgate/SLIP





BUSHFIRE EMERGENCY INFORMATION

Childcare Centre – 3 Westfield Road Camillo



INSTRUCTIONS

In the event of a bushfire in the vicinity, the Primary Procedure to follow is SAFE (EARLY) EVACUATION.

The backup procedure of SHELTER IN PLACE is to be used as a last resort.

SAFE (EARLY) EVACUATION PROCEDURE

Trigger to Act: A bushfire is identified, and a bushfire EMERGENCY WARNING or WATCH AND ACT warning is issued, or a bushfire is identified in the vicinity, no warnings are in place, but you are concerned for your safety.

Procedure: Call 000 to report bushfire if no warnings current, cease all activities, shut all doors/windows, turn off air conditioners, turn off bottled gas, move to assembly area, prepare vehicles, check information sources for latest updates, dial 000 if unsure, re-evaluate the situation to ensure evacuation routes remain available (if not, follow shelter in place procedure), follow emergency services instructions if they are present, choose the most appropriate evacuation destination and route from the adjacent map, evacuate

ELEVATED THREAT PROCEDURE

Trigger to Act: A bushfire is identified, and a bushfire ADVICE warning is issued, or a bushfire is identified at a considerable distance away, no warnings are in place, but you are concerned for your

Procedure: Call 000 to report bushfire if no warnings current, ensure everyone at the facility/premises is aware of the situation, closely monitor the information sources and the changes outside. If the current Fire Danger Rating is Catastrophic, Extreme or Severe or persons have health conditions, consider pre-emptively leaving the accommodation and travel to a lower threat area for

SHELTER-IN-PLACE PROCEDURE

Trigger to Act: Impact from bushfire is imminent, evacuation routes are threatened and there is no time to perform a safe (early) evacuation or emergency services have instructed you to shelter in

Shelter in Place Building: Childcare Centre- 3 Westfield Road Camillo

Procedure: Call 000 to report bushfire and tell them you are sheltering in place, shut all doors/windows, turn off air conditioners, turn off bottled gas, move all combustible materials away from windows, wet materials to block gaps around doors, drink plenty of water, stay aware of what is happening, and monitor information sources.

Bushfire Warning System

NATCH AND ACT

A fire has started but there is no immediate danger. Stay alert and watch for signs of a fire. Be aware and keep up to date

WATCH AND ACT

A fire is approaching and there is possible threat to lives or homes. Put your plan into action. If your plan is to leave, make sure you leave early. If your plan is to stay, check all your equipment is ready. Only stay and defend if you are mentally and physically prepared.

EMERGENCY WARNING

An out of control fire is approaching fast and you need to take immediate action to survive. If you haven't prepared your home it is too late. You must seek shelter or leave now if it is safe to do so.

Check forecast Fire Danger Ratings daily to monitor conditions in your area.

BEFORE A BUSHFIRE



The worst conditions for a fire. Homes are not designed or built to withstand a fire in these conditions. The only safe place is away from bushfire risk areas.

EXTREME SEVERE VERY HIGH

Seek out information and be ready to leave or stay and actively defend your property if a fire starts. Only stay if you are 100% prepared.

HIGH LOW-MODERATE

Be vigilant. Check your fire plan and continue to monitor conditions as they can change quickly.

EMERGENCY CONTACTS AND INFORMATION SOURCES

Police/Fire/Ambulance: Dial 000 I Property Manager: TBA I DFES (public emergency information - warnings, fire danger ratings, incidents): 13 3337, www.twitter.com/dfes, www.facebook.com/dfeswa

Western Power: 13 1351 I State Emergency Service (damage/rescue): 13 2500 I www.emergency.wa.gov.au I Emergency Plus Phone App. I Local ABC Radio - AM/Digital (warnings, information) I

Armadale Health Service 9391 2000

EVACUATION DESTINATIONS / ROUTES

Destination 1: Kelmscott Hall

Route: Right Westfield Road, Left Cammillo Road, Right Railway Avenue, Left across train tracks and left onto Streich Avenue, Right Foster Road, Left Albany Highway, Right Rundle Street, Left River Road until Kelmscott Hall is reached (on right).

Destination 2: Armadale Arena

Route: Right Westfield Road, Left Cammillo Road, Right Railway Avenue, Straight onto Abbey Road, Right Forrest Road, Left Townley Street, left into Armadale Arena.





	DESIGNATED ON-SITE ASSEMBLY AREA
Name/Description	Carparking area of the childcare centre (south of entrance). See Site Map on page 7.

	DESIGNATED EVACUATION DESTINATIONS
SAFE OFF-SITE LOCATION	ON NO. 1
DESTINATION:	Description/Name: Kelmscott Hall Address: 60 River Road, Kelmscott Nearest Cross Street: Westfield Road x Cammillo Road Contact Person: Contact 1 – Emergency Management – 08 9394 5000 (During office hours) Contact 2 – Emergency Operations After Hours – 1300 886 855
EVACUATION ROUTE:	Right onto Westfield Road for 850 m, Left onto Cammillo Road for 1.1 km, Right onto Railway Avenue for 1.3 km, Left to cross the train tracks and then left onto Streich Avenue for 1 km, Right onto Foster Road for 400 m, Left onto Albany Highway for 160 m, Right onto Rundle Street for 220 m, Left onto River Road for 210 m until Kelmscott Hall is reached (on right).
FIRST SAFE LOCATION EN-ROUTE:	N/A
SAFE OFF-SITE LOCATION	ON NO. 2
DESTINATION:	Description/Name: Armadale Arena Address: 4 Townley Street, Armadale Nearest Cross Street: Westfield Street x Cammillo Road Contact Person: Contact 1 – Emergency Management – 08 9394 5000 (During office hours) Contact 2 – Emergency Operations After Hours – 1300 886 855
EVACUATION ROUTE:	Right onto Westfield Road for 850 m, Left onto Cammillo Road for 1.1 km, Right onto Railway Avenue for 3 km, Straight onto Abbey Road for 500 m, Right onto Forest Road for 1.3 km, Left onto Townley Street for 75 m, Left into the Armadale Arena.
FIRST SAFE LOCATION EN-ROUTE:	N/A





		EVACU	OITA	N VEHICLE A	RRANG	SEMENTS		
EXPECTED MAXIMUM	PERSON I	NUMBERS						
Person Type				g Alternative	Details			
,,	or Onsit	e Transport		Transport		(as necessary)		
Occupants				92	Transp	ort options to be advised.		
Visitors / Customers					Any vis	sitors will use own vehicles.		
Staff/Employees		10						
VEHICLE SOURCE								
Occupants	Own Vehicles Onsite Facility Vehicles Offsite Facility or Third Party Vehicle				Vehicles 🗵			
Visitors / Customers	Own Vehicles 🛛		Onsite Facility Vehicles		les 🗌	Offsite Facility or Third Party Vehicles		
Staff/Employees	Own \	∕ehicles ⊠	Onsite Facility Vehicles			Offsite Facility or Third Party Vehicles		
VEHICLE AND DRIVER	ARRANG	EMENTS						
Location / Organisation		Vehicle Type / Capacity		Number of Vehicles		Contact Details (name & phone)	Date Arranged	
			Faci	lity/Premises V	ehicles			
To be advised.								
	Third Party (Commercial) Vehicles							
To be advised.								





THE BUSHFIRE EMERGENCY PROCEDURES AND THEIR REQUIRED ACTIONS

THE SAFE (EARLY) EVACUATION PROCEDURE

IMPORTANT - DO NOT EVACUATE LATE: ANALYSIS OF PAST EVENTS IDENTIFY THAT MOST PEOPLE WHO DIE IN BUSHFIRES ARE CAUGHT IN THE OPEN, EITHER IN VEHICLES OR ON FOOT, BECAUSE THEY HAVE LEFT THEIR PROPERTY TOO LATE. FOR EVACUATION TO PROVIDE THE SAFEST RESPONSE FOR OCCUPANTS, IT MUST BE CONDUCTED EARLY. BEING ON ROADS WHEN A BUSHFIRE IS CLOSE IS A HIGH RISK ACTION. OTHERWISE, SHELTERING-IN-PLACE IS LIKELY TO PROVIDE GREATER PROTECTION TO PERSONS - PARTICULARLY WHEN A SUITABLE ONSITE SHELTER PLACE IS IDENTIFIED.

REQUIRED ACTIONS

The following actions are to be conducted by the nominated onsite responsible persons. The designated Fire Warden must be informed when they are completed.

1. SI	TUATION CHECK
	If a bushfire is sighted and a warning has not been issued, call triple zero (000) to enquire if the bushfire has been reported and their current advice.
	Try to locate the position of the bushfire on the Evacuation Route Map, or any other suitable map, and identify the direction of the fire movement. Be aware of the local wind direction as this will indicate the direction the flame front is likely to be moving. A bushfire moving directly away from the facility or the evacuation route is the lowest threat
	Identify if the fire is moving towards your nominated evacuation route. Be aware there may be several bushfires.
	Continue to monitor the bushfire and the sources of emergency Information.
2. C	EASE FACILITY OPERATIONS
	Cease all indoor and outdoor activities.
	Check perimeter of buildings and store inside all combustible, easy to move outdoor mats and furniture or move well away from buildings - if time permits.
3. A	LL PERSONS ON-SITE TO MOVE TO THE DESIGNATED ASSEMBLY AREA
	Locate and have available the 'Occupant/Visitor Register' (for operations where management is required to use person registers).
	Instruct all persons onsite to move to the Designated Assembly Area.
	Account for all persons that are known to be onsite.
	Inform responsible persons at the Assembly Area of the possible evacuation routes and that the decision regarding which route/s to use will be made shortly after assessing their availability.

ORGANISE TRANSPORT TO EVACUATION LOCATION

	All persons using onsite transport to position and make vehicles ready for evacuation. Keep all driveways clear for emergency vehicles
	Contact pre-arranged transport operators and instigate the delivery of evacuation vehicles.
7	Contact parents and advise to pickup children from either childcare centre or evacuation location, as

CITY OF Armadale DEVELOPMENT SERVICES 28/09/2021

practicable.



5. RE-EVALUATE THE SITUATION

Persons on-site must take some responsibility for making an informed assessment of the current situation. There may be no other information or persons available and they may be the most aware of the current situation through being the closest.

When the bushfire is closer, exercise greater situational awareness, judgement and caution as the margin of safety is less. You may not have enough time to initiate and fully complete the evacuation procedure (depending on the bushfire's direction and speed of movement and its location relative to the facility and the evacuation routes). Evacuating a proportion of occupants with the remainder sheltering in place may be a necessary outcome. The decision to evacuate must be continually evaluated based on an informed analysis. Ensure that you consider the following:

Consider the context of the site and the availability of 'on the ground knowledge' of the current situation. A bushfire is a dynamic emergency with many variables. Your knowledge of the immediate situation is important information to use in the application of best practical judgement.
Consider variations in the facility operational routines that can impact the length of time to initiate and complete the evacuation procedure – including informing and preparing occupants (see below)
Consider the current general warnings from emergency services if they have been issued and you have access to them.
Follow the specific direction/advice of emergency services personnel if they are present on the site.

IMPORTANT: BE AWARE OF THE TIME REQUIRED TO INITIATE AND COMPLETE THE EVACUATION PROCEDURE

ESTIMATED MINIMUM TIME REQUIRED FOR EVACUATION - INITIATION TO COMPLETION

(This information is a summary of the assessment contained in the BEP supporting information - refer to the addendum)

Summary Prepare and Travel Time	Estimated Time (hrs: min)			
	Less Dependent / Lower Care Persons		High Dependency / High Care Persons	
	Own Transport	Provided Transport	Own Transport	Provided Transport
Total Prepare Time	TBA	TBA	TBA	TBA
Travel Time – to furthest designated safe destination	TBA	TBA	TBA	TBA
Travel Time - to first safe location en-route ¹	TBA	TBA	TBA	TBA
Total Required Time	0:0	0:0	0:0	0:0

Note¹: Applied as the required travel time if relevant (i.e. considerable time to safe destination but safety en-route is reached much sooner).

Conduct the evaluation on the following page.





6. CONDUCT THE FOLLOWING EVALUATION BEFORE MAKING THE DECISION TO EVACUATE

EVALUATION		RESPONSE
Evaluation No. 1: Have attending emergency	YES	Continue the Safe (Early) Evacuation Procedure (or follow the evacuation directions given by the emergency services).
services specifically instructed you to evacuate?	NO	Conduct Evaluation No.2.
Evaluation No.2: The bushfire is still burning. Does a safe evacuation route remain available to use? The route must not be impacted or likely to be imminently impacted by the bushfire, including by smoke. This condition can be met if:	YES	Continue the Safe (Early) Evacuation Procedure. Be aware the procedure may have to be stopped if the continued availability of a safe evacuation route is under imminent threat.
Any effects of the bushfire will be a sufficient distance away from the evacuation route;		
The route will require driving directly away from the existing bushfire; or	NO	Commence the Shelter-in-Place Procedure
The bushfire is moving away from the evacuation route.		

7. LEAVING THE FACILITY/FACILITY CHECKS

	Notity emergency services by calling triple zero (000) that the decision has been taken to evacuate the facility. State the intended destination, numbers of persons and the means of transport.
	Notify the off-site destination to inform them if impending arrival. State the numbers of persons and the means of transport.
	Shut down all mechanical ventilation and air conditioning.
	Shut off gas at the meter or bottles if gas is plumbed into the building.
	Secure buildings where appropriate and ensure all doors and windows are closed.
8. A	THE EVACUATION DESTINATION (THE OFF-SITE SAFER PLACE)
	Account for all persons.
	Call triple zero (dial 000) to notify emergency services of arrival at the evacuation destination and the status of all persons.
	Call parents to advise of arrival and to collect their children



THE SHELTER-IN-PLACE PROCEDURE

RECEIVED

DESIG	GNATED ONSITE SHELTER BUILDING	LOCATION
Chilc	Icare Centre building.	3 Westfield Road, Camillo
	REQUI	RED ACTIONS
	ollowing actions are to be conducted by the nom be informed when they are completed.	inated onsite responsible persons. The designated Fire Warden
1. S	ITUATION CHECK	
	If a bushfire is sighted and a warning has not be been reported and ask for their current advice.	en issued, call triple zero (000) to enquire if the bushfire has
		Evacuation Routes Map, or any other suitable map, and sider local wind direction and any information from the
2. C	EASE FACILITY OPERATIONS	
	Cease all indoor and outdoor activities.	
	Check perimeter of buildings and store inside al move well away from buildings - if time permits.	I combustible, easy to move outdoor mats and furniture or
3. A	LL PERSONS ON-SITE TO MOVE TO THE DESIGNATED	ASSEMBLY AREA
	Instruct all persons onsite to move to the Designo	ated Assembly Area.
	Assemble on foot- do not bring vehicles or lugge devices, required medicines, health/mobility aid	age. Only bring mobile phone, other communication ds and water.
	Account for all persons that are known to be on	site.
4. S	HELTER BUILDING MANAGEMENT	
	While conditions outside are not subject to exce accessible doors and windows open as necessor	essive radiant heat, embers or smoke (i.e. tenable), keep ary to manage internal conditions.
	tenable, order everyone inside and close all doc	
	Shut off gas at the meter or bottles if gas is plum	•
		ay from windows as possible. Fill any available containers, s (e.g. towels, sheets, woollen blankets) and place alongside
	If possible, ensure there is access (e.g. ladder) the	nrough manhole to monitor the roof space for spot fires.
		ersons, if wearing appropriate protection from bushfire, are to dignition of small local fires and extinguish where possible.
	Close all doors, windows, vents, blinds, curtains of be within the designated shelter-in-place building	and bushfire shutters (if fitted) once all persons are required tong.
	If an evaporative cooler is installed, keep the wo	ater running and turn off the fan if possible
5. N	OTIFY EMERGENCY SERVICES	
	Notify emergency services by calling triple zero designated Shelter-in-Place Building.	(000), that the decision has been taken to shelter in the
		g and state its location (street address and site position as



Ш	state the number of persons sheltering and it any special needs persons.
	Describe current bushfire observations – distance / flames / embers / smoke / spot fires
	Notify parents of situation
	Notify emergency services by calling triple zero (000) if the situation changes regarding conditions being experienced, number of persons sheltering and when the bushfire is no longer presenting a threat.
6. M	ANAGEMENT OF PERSONS
	Shelter in areas furthest from the fire front but ensure some visibility to what is happening outside is available, that two ways of accessing the outside is available if conditions inside become untenable and if possible, a water supply is available (e.g. laundry). Drink plenty of water to avoid becoming dehydrated
	Shelter within the building for as long as possible.
7. M	ONITOR
	Continue to monitor the progress of the bushfire through windows. Be aware of what is happening to assist with decision making and informing emergency services.
	Regularly check the relevant Emergency Information Sources for updated information.
	Monitor the condition of any 'at risk' persons.
8. A	FTER PASSAGE OF THE FIRE FRONT
	Be aware of any embers or fires starting in materials close to the building. Designated onsite responsible persons to use available water supplies to douse the embers/fires if necessary.
	If necessary, cautiously begin to open windows to maintain tenable conditions inside.
	If necessary, move to the designated 'Post Fire Front Assembly Area' if conditions inside become untenable. This area is shown on the Site Map. Notify parents
_	





THE ELEVATED THREAT PROCEDURE

REQUIRED ACTIONS

The following actions are to be conducted by the nominated onsite responsible persons during the bushfire season. The designated Fire Warden must be informed when they are completed.

1. SI	TUATION CHECK
	If a bushfire is sighted and a warning has not been issued, call triple zero (000) to enquire if the bushfire has been reported and ask for their current advice.
	Try to locate the position of the bushfire on the Evacuation Routes Map, or any other suitable map, and identify the direction of the fire movement (consider local wind direction and any information from the emergency services).
2. PI	RECAUTIONARY EVACUATION
	If the precautionary approach of commencing a very early evacuation is considered a practical and desirable action for the specific facility, or it is ordered by an emergency services authority, then commence the Safe (Early) Evacuation Procedure.
3. SI	TE OPERATIONS
	Check if a Total Fire Ban has been declared. This will require not conducting activities that may cause ignition of a fire outside (refer to DFES website for banned activities).
	Ensure that non-essential staff, visitors and contractors are kept away from the site.
4. F	ACILITY PREPAREDNESS
	Ensure the In-Season Prepare Procedure is being complied with. Conduct relevant actions.
5. IN	IFORM PERSONS ON-SITE
	Inform all responsible persons that a bushfire 'ADVICE' warning exists for the location and the requirement to initiate the Elevated Threat Procedure.
	Inform all persons of the designated Primary Procedure for the facility.
	Continue to keep all persons informed, including notifying when the bushfire threat no longer exists.
6. IN	IFORM PERSONS OFF-SITE
	To assist with their early preparation, inform the persons who will be responsible for providing evacuation transport of the current situation and of the numbers of persons planned to be onsite for which transport may be required.
7. M	ONITOR
	Regularly check the relevant Emergency Information Sources for updated information. Remain aware of changes to the situation and emergency warnings that will Trigger a higher level Procedure. Try to identify if the fire is moving towards your nominated evacuation routes.
П	Remain aware of changes to the situation and emergency warnings that will trigger a higher level Procedure.





THE RECOVERY PROCEDURE

REQUIRED ACTIONS

The following actions are to be conducted by the nominated onsite responsible persons during the bushfire season. The designated Fire Warden must be informed when they are completed.

1. WHEN NO PERSONS HAVE EVACUATED AND BUSHIRE IS CONTROLLED OR THE FRONT HAS PASSED

	Always follow the directions of emergency services personnel.
	If you have been sheltering in a building and if necessary, cautiously begin to open windows to maintain tenable conditions inside.
	If persons are in discomfort, consider evacuation if a route is available. Seek medical assistance for those requiring it e.g. smoke inhalation.
	Monitor building/s and surrounds for any ignition of combustible material. Be prepared to initiate the evacuation procedure if necessary and an evacuation route is available.
	Be aware of any embers or fires starting in materials close to the building. Use available water supplies to douse the embers/fires if necessary.
2.	MOVEMENT OF PERSONS AFTER EVACUATION
	Always follow the directions of emergency services personnel.
	Seek medical assistance for those requiring it.
	No person is to re-enter any evacuated building or site until advised by the relevant emergency service that it is safe.
	The facility management is to arrange inspection of the site to ensure a safe environment before return of any persons.
	The facility Fire Warden is to arrange the movement of occupants back to the facility.





THE PRE-EMPTIVE PROCEDURE

REQUIRED ACTIONS

The following actions are to be conducted by the nominated onsite responsible persons during the bushfire season. The designated Fire Warden must be informed when they are completed.

THIS PROCEDURE IS NOT REQUIRED FOR THIS FACILITY AS AN ADDITIONAL BUSHFIRE PROTECTION MEASURE.

This has been determined through assessments conducted to support the development of this bushfire emergency plan (refer to the addendum).





THE IN-SEASON PREPARE PROCEDURE

REQUIRED ACTIONS

	following actions are to be conducted by the nominated onsite responsible persons during the bushfire season. designated Fire Warden must be informed when they are completed.
1. /	MONITOR
	Regularly check the relevant Emergency Information Sources for updated information. Check after 4.30pm for forecast fire danger rating for the following day.
	Check if a Total Fire Ban has been declared. This will ban any activities that may cause ignition of a fire (refer to the DFES website for the list of activities). This may trigger the Elevated Threat Procedure.
	If a bushfire is identified, refer to the Procedure Triggers to determine the Procedure and its associated Actions to initiate.
2.	SITE MAINTENANCE
ma	se actions address the required management of onsite combustible vegetative materials (fuel). Fuel nagement must be maintained during the bushfire season. By removing or reducing on-site fuels, the likelihood d intensity of consequential secondary (local) fire is significantly reduced.
	Maintain Asset Protection Zones (APZ) around all buildings in accordance with the associated Bushfire Management Plan (BMP) which establishes the size of the zones for this site.
	Clear all roofs, roof gutters and valleys of any combustible material.
	Remove any debris build up from any terrace, pathway, driveway (or other hardstand surfaces), any table drain, culvert or drainage pits. Ensure removal from site of stored/accumulated waste vegetation materials.
	Heavy (or coarse) fuels (i.e. greater than 6mm in diameter) including timber, branches, firewood, and including flammable plants, are to be excluded from areas under or adjacent to buildings and adjacent to any access that is part of the evacuation route - to a distance of at least 4m.
3. I	FACILITY BUILDINGS AND FIRE FIGHTING APPLIANCE PREPARATION
	Check perimeter of buildings including verandahs and decks, to remove or relocate combustible items that may be seldom used or able to be stored more appropriately. This includes furniture and mats.
	It is recommended that all gas bottles are securely tethered using non-combustible material (to prevent falling over) and that the safety release valve is directed away from both the building and any walking access/egress routes to and from the building.
	Ensure the designated Shelter-in-Place Building is stocked with adequate supplies of water.
	Ensure all mobile phones and any radio communication devices are fully charged.

4. MOVEMENT OF PERSONS

Record the movement of all persons visiting the site – time in / time out.





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THE PRE-SEASON PREPARE PROCEDURE

REQUIRED ACTIONS

The following actions are to be conducted by the nominated onsite responsible persons before the bushfire season. They must be completed prior to **30th November annually.** The designated Fire Warden must be informed when they are completed.

1. SITE PREPARATION

mus	se actions address the required management of onsite combustible vegetative materials (fuel). Fuel reduction st be completed prior to the start of the bushfire season and maintained during the season. By removing or ucing onsite fuel, the likelihood and intensity of consequential local fire is significantly reduced.
	Comply with the Homeowners Bushfire Survival Manual (DFES 2014) and any additional protection measures identified from the DFES Fire Chat – Bushfire Preparedness Toolkit.
	Maintain Asset Protection Zones (APZ) around all buildings in accordance with the associated Bushfire Management Plan (BMP) which also establishes the size of the zones for this site. The maintenance specifications and any additional requirements are also stated below.
	Maintain compliance with the local government's annual firebreak and fuel load notice issued under section 33 of the Bush Fires Act 1954. Where the requirements are additional to or provide a greater level of bushfire protection than those established in this emergency plan – they must be complied with.
	Tree branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground or any surface vegetation. Ensure there is clear separation between mature tree crowns.
	Shrubs (0.5 metres to 5 metres in height): should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m² in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres (unless they can be classified as low flammability plants). Shrubs greater than 5 metres in height are to be treated as trees.
	Ground covers (<0.5 metres in height): can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 mm in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.
	Grass: should be managed to maintain a height of 50 mm or less across the entire site. Remove any piles of vegetation from site.
	Ensure property access is kept clear and easily trafficable. Trim trees and shrubs overhanging firebreaks or driveways to the minimum heights and widths established by the relevant local government firebreak notice.
	Clear all roofs, roof gutters and valleys of any combustible material.
	Remove any debris build up from any terrace, pathway, driveway (or other hardstand surfaces), any table drain, culvert or drainage pits.
	Ensure combustible dead vegetation matter less than 6 mm in thickness (fine fuel) is reduced to and maintained at an average of 2 t/ha (a litter depth of 5mm from the top of the layer to the mineral earth beneath is indicative of approximately 2.5 t/ha).
	Landscaping design: Non-vegetated or irrigated areas such as paths, driveways, parking areas and lawn to be

located, where possible, between any vegetation that may burn and the buildings. Ensure non-combustible

materials are used for fencing and landscaping construction.



Heavy (or coarse) fuels (i.e. greater than 6mm in diameter) including timber, branches, firewood, and
including flammable plants, are to be excluded from areas under or adjacent to buildings.

2. FACILITY PREPARATION

These actions address the required maintenance of the facility prior to and during the bushfire season (30th November to 31st May) to ensure:

- Continued compliance with the construction standards that apply to the facility corresponding to its Bushfire Attack Level (as established in the Bushfire Management Plan);
- Any emergency related components of the facilities infrastructure continue to meet the established requirements; and

	The risks from combustible items associated with the facility and its operation, are minimised.
	Comply with the Homeowners Bushfire Survival Manual (DFES 2014) and any additional protection measures identified from the DFES Fire Chat – Bushfire Preparedness Toolkit.
	If the building(s) are constructed to BAL-12.5 requirements or higher, ensure any external gaps continue to be blocked or screened with non-combustible material (e.g. rock wool, sealant, mesh – maximum aperture of 2mm) to prevent ember entry. This includes under eaves, external cladding, roofs, external vents, skylights etc. Otherwise it is recommended that this action is applied.
	If evaporative air coolers are installed ensure it is either constructed to a BAL rating or is fitted with an appropriate ember protection screen.
	Ensure all installed firefighting appliances including water storage tanks, pump, valves, fire hose reels & fire extinguishers are serviced and correctly located.
	It is recommended that all gas bottles are securely tethered using non-combustible material (to prevent falling over), are plumbed with metal piping and fittings and that the safety release valve is directed away from both the building and any person's access/egress routes away from the building.
	Check perimeter of buildings including verandahs and decks, to remove or relocate combustible items that may be seldom used or able to be stored more appropriately. This includes furniture and mats.
	Ensure all first aid equipment and supplies are stocked, current and accessible.
	Ensure on-site responsible persons have mobile phones. CITY OF Armadale DEVELOPMENT SERVI
	Ensure the designated Shelter-in-Place Building is stocked with adequate supplies of water. 28/09/2021 RECEIVED
3. I	DISPLAY AND AVAILABILITY OF BUSHFIRE EMERGENCY INFORMATION
	chfire Emergency Information is to be available and displayed in prominent position/s and readily accessible to persons.

Ensure all required onsite emergency signage is in place and legible (i.e. emergency water, bushfire emergency

Ensure the following bushfire emergency information is displayed (framed or laminated) within the childcare

assembly area).

building.



- The Site Emergency Information Map
- The Evacuation Routes Map
- The Information to Monitor and Inform Decision Making
- The Emergency Contacts.



	Have available copies of the current Bushfire Emergency Plan in locations accessible by the persons onsite responsible for the management of the bushfire emergency.
	Have available the updated contact details for parents and guardians.
	Ensure availability and supply of 'Occupant/Visitor Register' sheets (unless an alternative operating recording system is in place). Assign the person/s responsible for maintaining the record
4.	CONDUCT THE ANNUAL REVIEW OF THE BUSHFIRE EMERGENCY PLAN
(CC	odate and amend the Bushfire Emergency Plan as required. Assistance from a bushfire consultant may be required contact Bushfire Prone Planning). Encourage staff participation at each review and include any required additions that may be noted during the past bushfire season.
	Make required changes to emergency contacts or emergency information sources within this Bushfire Emergency Plan. Ensure that any changes are also applied to the bushfire emergency information displayed within the facility/premises.
	Make required changes to onsite responsible persons details (names, phone number) and the emergency management team.
	Ensure the designated assembly area, shelter-in-place building and the off-site safer locations and nominated evacuation routes are still the best options or incorporate the changes into the Bushfire Emergency Plan and associated displayed information.
	Contact nominated offsite evacuation destinations (buildings in a safer location) to confirm continued availability for potential use during a bushfire emergency.
	Contact nominated off-site transport suppliers to confirm continued availability and capability for potential use during a bushfire emergency.
	Account for any change to buildings or equipment onsite that has implications for emergency management.
	Incorporate any changes in best practice bushfire emergency management that are developed over time.
	Incorporate any improvements or additions (to the emergency management procedures/actions) that may be recorded during the year as suggestions from the onsite responsible persons, other employees and occupants during the bushfire season and after a bushfire event.

5. TRAIN STAFF - UNDERSTANDING THE BUSHFIRE EMERGENCY PLAN AND ITS APPLICATION

Provide update and/or induction training to staff to assist with understanding the Bushfire Emergency Plan, learn how it is to be implemented and identify the persons responsible for ensuring its proper application.

☐ In the event any part of this BEP is amended as part of its annual review, replace old copies and destroy them.

Promote awareness of the obligation to operate and maintain an environment that reduces the risks from the threats of bushfire and consequential local fire.



Ш	application of the bushfire procedures and actions contained within this Bushfire Emergency Plan.
	Conduct simulation drills for assembly, evacuation and sheltering procedures.
	Ensure enough daily rostered staff/employees are trained and hold current Senior First Aid Certification.
	Assign persons to the 'Onsite Responsible Persons' roles.





ADDITIONAL INFORMATION 1: BUSHFIRE WARNING SYSTEM AND FIRE DANGER RATINGS



EMERGENCY WARNING

There is a threat to lives or homes.

You are in danger and need to take immediate action to survive.



WATCH AND ACT

There is a possible threat to lives or homes.

You need to leave or get ready to defend – do not wait and see.



ADVICE

A fire has started but there is no immediate threat to lives or homes.

Be aware and keep up to date.

Where can I get information during an emergency?

- emergency.wa.gov.au13 DFES (13 33 37)
- ♠ @dfeswa

 @dfes_wa

 Local ABC Radio





FIRE DANGER RATINGS:

Use this tool daily during bushfire season to monitor conditions in your area.

Based on forecast weather conditions, the higher the rating, the higher the risk of bushfire.

BEFORE A BUSHFIRE



CATASTROPHIC

The worst conditions for a fire. Homes are not designed or built to withstand a fire in these conditions. The only safe place is away from bushfire risk areas.

EXTREME SEVERE VERY HIGH

Seek out information and be ready to leave or stay and actively defend your property if a fire starts. Only stay if you are 100% prepared.

HIGH LOW-MODERATE

Be vigilant. Check your fire plan and continue to monitor conditions as they can change quickly.

WHERE TO FIND THESE TOOLS AND OTHER IMPORTANT INFORMATION



emergency.wa.gov.au dfes.wa.gov.au DFES Twitter & Facebook



Local news from the tv, radio and websites



DFES emergency information line: 13 3337



Your surroundings could be your best information source.





ADDITIONAL INFORMATION 2: GUIDELINES FOR PEOPLE IN CARS DURING BUSHFIRES

Information sourced from Australasian Fire and Emergency Services Authorities Council Guidelines for People in Cars During Bushfires (January 2008 update)

Sheltering inside a vehicle is a high-risk strategy and is to be avoided wherever possible. Relocating well in advance of a bushfire threat is the least risk strategy and staying within a well-prepared building will present less risk than being in a vehicle impacted by bushfire. However, if you find yourself in this situation following these guidelines will improve your chances of survival compared to leaving the vehicle and being caught in the open.

PREPARATION:

Carry woollen blankets or fire blankets and a supply of water in the vehicle when travelling in bushfire prone areas. Ideally, dress in protective non-synthetic clothing and shoes.

ENCOUNTERING SMOKE OR FLAMES:

- If you see a bushfire in the distance, carefully pull over to the side of the road to assess the situation. If it is safe to do so, turn around and drive to safety in a different direction if the option is available.
- If there is a lot of smoke turn headlights and hazard lights on, close windows and vents and slow down or pull over until the smoke clears. Continuing to drive through smoke and flames is a high risk.
- If you become trapped by a bushfire, park and shelter within the vehicle.

POSITIONING YOUR VEHICLE:

- Park off the roadway where there is the least vegetation both around and under the vehicle.
- Face the vehicle towards the oncoming fire front. The windscreen is a thicker glass and if a fuel tank vents, flame will be blown away from the passenger compartment.
- If possible, park behind a natural barrier (e.g. rock, earth mound) to minimise radiant heat exposure
- Park off the road to avoid collisions with other vehicles and do not park too close to other vehicles in case a vehicle catches alight.

INSIDE YOUR VEHICLE:

- Stay in the vehicle (unless there is a well-protected building nearby). Call 000 to inform of situation.
- Close doors, windows and outside vents, keep headlights and hazard lights on and turn the engine off.
- It is important to get down as low as possible into the foot wells and shelter under the blankets. This offers the best level of protection from both radiant heat and the fumes that can be released from internal plastics.
- Cover mouth with moist cloth and continue to drink water to minimise dehydration.

AS THE FIRE FRONT PASSES:

- As the fire front approaches, the intensity of the heat will increase along with the amount of smoke and embers. Smoke will gradually get inside the vehicle and fumes will be released from interior plastics. It is important to stay as close to the floor as possible to minimise inhalation.
- Stay in the vehicle, with windows closed, until the fire front has passed, and the outside temperature has dropped sufficiently. Car parts may be extremely hot. Stay covered by blankets, continue to drink water.
- Once the fire front has passed cautiously exit the vehicle, move to a safe area such as an area of land already burnt or rocky outcrop.
- Fuel tanks are unlikely to explode. Tyres and external plastic body parts may catch alight and in more extreme cases the interior may catch on fire.

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Travelling During a Bushfire

Bushfire Fact Sheet

What will you do if you encounter a bushfire while travelling or staying near bushland?

In Western Australia, bushfires can start suddenly without warning throughout the year. People have been killed or seriously injured during bushfires. If you are travelling or staying near bushland, fire is a real risk to you.

Be aware of your surroundings and carry a printed map of the areas you are visiting. Pack an emergency kit to take with you including important items such as woollen blankets, drinking water and protective clothing.

If there is a lot of smoke

- Slow down as there could be people, vehicles and livestock on the road.
- Turn your car headlights and hazard lights on.
- Close the windows and outside vents.
- If you can't see clearly, pull over and wait until the smoke clears.



Check the weather forecast and current fire restrictions.

Be aware of the Fire Danger Rating for the area you are travelling to and be prepared to reassess your plans.

Download the Bushfire Traveller's Checklist at www.dfes.wa.gov.au



If you become trapped by a fire

- Park the vehicle off the roadway where there is little vegetation, with the vehicle facing towards the oncoming fire front.
- Turn the engine off.
- · Close the car doors, windows and outside vents.
- Call 000.
- Stay as close to the floor as possible and cover your mouth with a damp cloth to avoid inhalation of smoke. If smoke enters the vehicle, toxic fumes are released from the interior of the vehicle.
- Stay covered in woollen blankets, continue to drink water and wait for assistance.
- Stay in the car until the fire front has passed and do not open windows or doors.
- Once the front has passed and the temperature has dropped, cautiously exit the vehicle. Internal parts may still be extremely hot.

Important information

Find the local ABC radio frequency in the area you are travelling though. In a major emergency, when lives and property are at risk, ABC radio will issue broadcast warnings at a quarter to and a quarter past the hour. Main Roads provides updated information on road closures throughout Western Australia. Call 138 138 or www.mainroads.wa.gov.au

For more information visit dfes.wa.gov.au

or contact DFES Community Engagement - 9395 9816

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Government of Western Australia
Department of Fire & Emergency Services







ADDITIONAL INFORMATION 3: BUSHFIRE RISKS AND DANGERS

Bushfire Risks and Dangers

Bushfire Fact Sheet

Be careful with fire

Bushfires happen every summer; they can start suddenly and without warning. If you live in or near bushland you need to understand the risks and dangers that bushfires cause. Remember that flames are not the only risk you face in a bushfire.

Ember Attack

Ember attack occurs before, during and after a fire front passes. Embers are pieces of burning bark, leaves or twigs that are carried by the wind around the main fire creating spot fires. Spotting can be carried over half a kilometre from a fire. Embers can land in areas around your home such as your garden, under or in the gutters of your home and on wooden decks. If not extinguished, your house could catch fire.

Radiant Heat

The hotter, drier and windier the day, the more intense a bushfire will be and the more radiant heat it will generate. Radiant heat can cause injury and death from burns and cause the body's cooling system to fail, leading to heat exhaustion and possible heart failure. It is important that you include water and appropriate clothing in your emergency kit and consider where you will shelter during a bushfire to protect yourself from radiant heat.

Smoke

Lung injuries and suffocation can occur where the body is exposed to smoke and super-heated air. It is important to seek shelter when heat and smoke are most intense. Your nose and mouth should be covered with a dust mask, wet towel or scarf.

A special filter mask should be included in your survival kit for people in your family who suffer respiratory conditions such as asthma.



DID YOU KNOW?

Nearly all structural damage caused by a bushfire is due to ember attack.

First Aid

Accidents often happen during bushfires due to poor visibility, high stress and increased adrenalin levels. This leads to confusion, poor decision making, loss of concentration and tunnel vision. You should be aware of the likelihood of injury while carrying on fire protection/suppression activities (eg burns, cuts, and falls).

You should ensure that you have a well-stocked first aid kit as part of you survival kit, know what contents are in the kit and how to treat potential injuries such as burns, cuts and falls.

For more information visit dfes.wa.gov.au

or contact DFES Community Engagement - 9395 9816

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