



Warrandyte Basketball Association

BUSHFIRE – FIRE IN VICINITY

1. POLICY STATEMENT

Values

Warrandyte Basketball Association (WBA) aims to provide a working environment that is safe and free of risk to its employees', volunteers', players' and parents' health and welfare.

We are committed to:

- As far as practicable, providing a safe environment for all staff in the event of a bushfire in the area.
- In the case of a serious fire in the area, closing the office, where staff members are not required to attend or remain at the office, but will be paid their normal rate of pay.
- The decision to close the office will take into consideration road blocks, and will be made by the President, in conjunction with the Executive Committee, unless it is a dire emergency requiring immediate evacuation.
- In the case of serious fire in the area, cancelling all Redbacks, Venom and Big V training at all of our training venues including Warrandyte Sports Complex, Warrandyte High School and Croydon Hills Primary School.
- Preparing for ongoing bushfire seasons by ensuring emergency procedures are in place to effectively manage the threat of fire danger at the WBA Office on an ongoing basis.
- All staff being adequately trained and aware of emergency procedures.
- Following the game day policies relating to Fire Emergency from Eastern District Junior Basketball League (EDJBA), Victorian Junior Basketball League and Big V as appropriate.

Purpose

To achieve a Bushfire – Fire in Vicinity Policy that plans for the safety of staff, volunteers, players and coaches at WBA.

2. Authorisation

This policy was adopted by the WBA Committee on the 21 June 2020.

3. Review Date

This policy will be reviewed in October each year or varied earlier if necessary.

4. Procedures

The Committee are responsible for:

- Developing and reviewing the Bushfire – Fire in Vicinity
- Ensuring all necessary emergency equipment is available and maintained, for example, fire extinguishers
- Ensuring staff are provided with necessary information and training, for example, handling of fire extinguishers
- Ensuring all staff members have the CFA 'Fire Ready app' loaded onto mobile phones. The App is to be programmed for alerts to be triggered for events within a 10km radius of WBA Office.

Staff are responsible for:

- Ensuring the CFA 'Fire Ready app' is loaded onto their mobile phones. The App is to be programmed for alerts to be triggered for events within a 10km radius of WBA Office.
- Ensuring they are alert and diligent to any activity related to a fire in the vicinity such as, but not restricted to, the presence of emergency service vehicles within the local area.
- Ensuring they monitor any phone alerts received on their phone and immediately report any such alerts to the President.



Warrandyte Basketball Association

- Ensuring all necessary emergency equipment is available and maintained, for example, fire extinguishers
- Ensuring they have the necessary information and training, for example, handling of fire extinguishers
- Providing input into the development of procedures to be followed in the event of an emergency situation
- Being familiar with procedures and responsibilities.
- Implementing the procedures.
- Contributing to the review of the procedures following an emergency incident
- The President is responsible for advising staff when it is safe to return to the WBA Office and to normal duties.

Office Closure due to Fire in the Area

- The Office will be closed if there is a serious fire in the area. This will be determined by the President in conjunction with the Executive Committee, except in the case of dire emergency requiring immediate evacuation.
- No training will occur if there is a serious fire in the area at any of WBA training venues including Warrandyte Sports Centre, Warrandyte High School and Croydon Hills Primary School.
- Staff, volunteers, parents, players and coaches are asked to be alert to fires in the vicinity. This will necessitate being abreast of local conditions, checking the CFA website (www.cfa.vic.gov.au), or the VicEmergency App.
- Staff will be informed of the WBA office closure by text message from the President, or if she/he is absent the Vice President.
- Parents, coaches and players will be informed of cancelled training by email from the Administrator.
- In line with EDJBA policy all competition games will be cancelled on CODE RED days declared for the CENTRAL DISTRICT.
- In line with EDJBA policy, on days of EXTREME fire danger, WBA will cancel games at Warrandyte Sports Complex, Mullum Mullum Stadium and Croydon Hills Primary School. The WBA committee will determine if Redbacks teams with away games will cancel games without penalty by providing notification to EDJBA at least three hours before the scheduled game.

5. Related documents or policies

- Bushfire – Fire Danger Policy

DOCUMENT CONTROL TABLE

Version No.	Approved by:	Date approved/reviewed:	Next review date:
1	WBA Committee	21 June 2020	October 2020
		18 October 2020	October 2021



Warrandyte Basketball Association

APPENDIX A

EASTERN DISTRICT JUNIOR BASKETBALL LEAGUE POLICY

HIRE FIRE RISK

On Code Red days, all games shall be cancelled.

On days of extreme fire danger, the EDJBA and Clubs in high fire risk areas shall have the right to specify venues which shall have all games cancelled. Teams from these areas with away games shall have the right to cancel games without penalty, provided notification is given, a minimum of three hours before the scheduled game.

Clubs are advised in the value of providing venue supervisors training in the use of fire extinguishers, first aid relevant to heat, and evacuation procedures.

References:

http://websites.sportstg.com/assoc_page.cgi?c=1-4593-0-0-0&SID=262730