

# In a FIRE Emergency

## Students

1. Leave the classroom in an orderly and calm manner.
2. Exit building through emergency exit routes. Do not use lifts – use the stairs.



3. Assemble at **West Side Kelburn Parade**. Teachers will take roll calls for their class.
4. Only students over 18 years of age may leave the school independently after they have informed their teachers of this.

## Parents/Caregivers

1. Children under 18 years of age **must be collected by their parents/caregivers or emergency contact person.**
2. Make your way directly to the Assembly Meeting Point – **West Side Kelburn Parade**. **DO NOT** try to enter the building or go to your child's classroom – this will slow down the evacuation process.
3. Collect your child from the teacher by **signing out** so the teacher knows your child is safe.



Fire Evacuation Assembly Point

Image from Google Maps

# In an EARTHQUAKE Emergency

## During an Earthquake

# DROP, COVER, HOLD

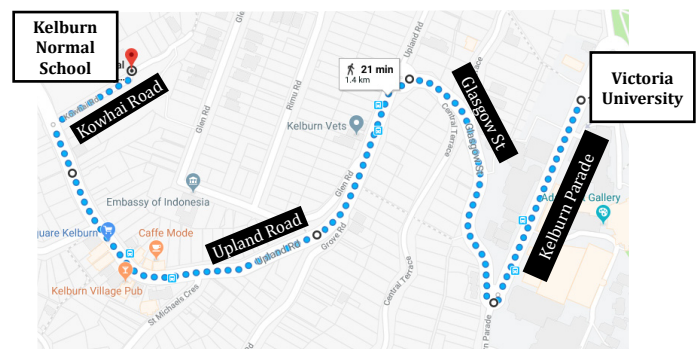
## After an Earthquake

### Students

1. Stay inside, gather everyone in one place until it is safe to exit.
2. If you are in a multi-storey building, check the stairs before making your way to lower floors, do not use lifts.
3. If you are in the stairwells, use emergency door release buttons to exit
4. If the building you are in is unsafe, evacuate. Take your belongings, beware of falling debris and make your way to a large open space
5. Assemble at **Hunter Lawn**. Teachers will take roll call for their class.
6. Only students over 18 years of age may leave the school independently, after they have informed their teachers of this.

### Parents/Caregivers

1. Children under 18 years of age **must be collected by their parents/caregivers or emergency contact person.**
2. Make your way directly to the Assembly Meeting Point – **Hunter Lawn**. **DO NOT** try to enter the building or go to your child's classroom – this will slow down the evacuation process.
3. Collect your child from the teacher by **signing out** so the teacher knows your child is safe.
4. If you are unable to collect your child within 3 hours after an Earthquake, we will take your child to the nearest Community Emergency Hub **Kelburn Normal School** to wait for you.



Earthquake Evacuation Assembly Point

Image from Google Maps

# 火灾发生时

## 学生注意事项

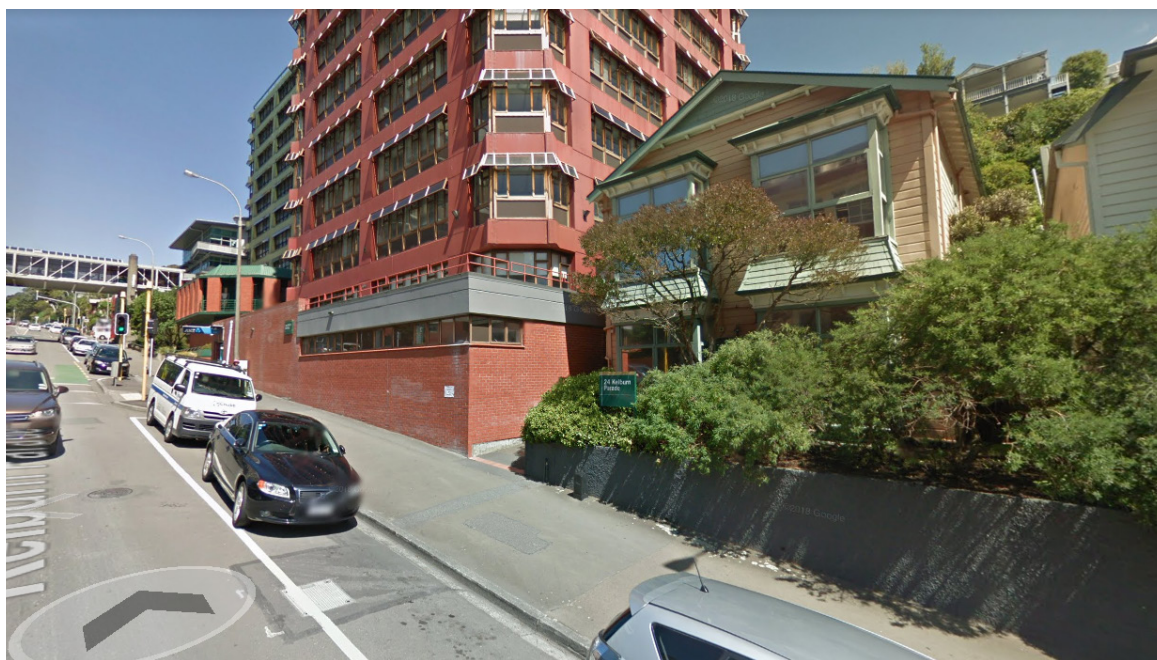
1. 冷静而有序地离开教室。
2. 从紧急出口通道撤离大楼。  
不要乘坐电梯，请走楼梯。



3. 在凯尔伯恩街 Kelburn Parade 西侧集合。老师为班级学生点名。
4. 只有年满十八岁的学生，在已通知老师的情况下，方可自行离校。

## 家长/看护人注意事项

1. 十八岁以下未成年学生必须由家长、看护人或紧急联系人接走。
2. 直接前往集合地点——凯尔伯恩街 Kelburn Parade 西侧。为了防止减慢疏散过程，请不要擅自进入建筑物或孩子的教室。
3. 接到孩子时，请从老师处签退，以便让老师知道孩子是安全的。



火灾疏散集合地点

Image from Google Maps

# 地震应急措施

## 地震发生时

# 请蹲下，掩护，抓牢

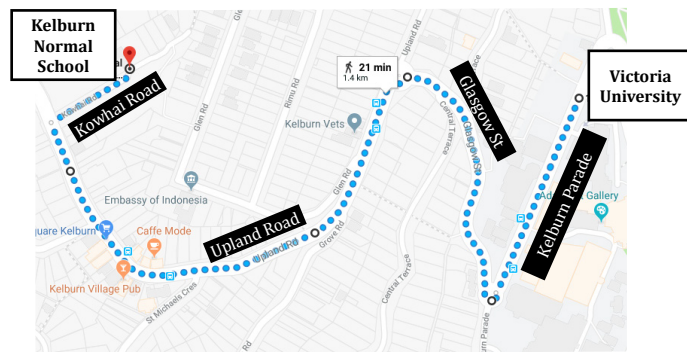
## 地震发生后

### 学生注意事项

1. 请呆在室内，集合所有同学，确认安全后再撤离。
2. 如果在多层建筑里，下楼前，应先检查楼梯，切勿使用电梯。
3. 如果在楼梯间，请使用紧急开门按钮离开。
4. 如果所在的大楼不安全，请尽快撤离。带好个人物品，小心掉落的碎片，前往开阔地。
5. 在亨特草坪 Hunter Lawn 集合。老师为班级学生点名。
6. 只有年满十八岁的学生，在已通知老师的情况下，方可自行离校。

### 家长/看护人注意事项

1. 十八岁以下未成年学生必须由家长、看护人或紧急联系人接走。
2. 直接前往集合地点—亨特草坪 Hunter Lawn。为了防止减慢疏散过程，请不要擅自进入建筑物或孩子的教室。
3. 接到孩子时，请从老师处签退，以便让老师知道孩子是安全的。
4. 如果在地震发生后三小时内家长无法接回孩子，学校会将孩子带到最近的社区急救中心—凯尔伯恩师范学校 Kelburn Normal School 等候家长。



地震疏散集合地点

Image from Google Maps