

EMERGENCY PROCEDURES

The Australian Butterfly Sanctuary is committed to ensuring the safety of staff and patrons. All staff undergo training in emergency procedures as a part of their induction. Procedures are reviewed annually to take into consideration workplace changes / hazards.

In the event of an emergency staff will:

- Evaluate the situation immediately.
- Ascertain if an evacuation is needed and advise all clientele.
- Notify emergency services 000 fire, police, ambulance depending on the nature of the emergency.
- If no evacuation is needed advise patrons immediately of the situation and what rectification/actions will be taken.

If an evacuation is required Staff will:

- Assist with evacuation of patrons via one of our many emergency exits.
- Marshall all persons at the assembly area outside front main gate
- Complete a head count to ensure all patrons and staff are accounted for.
- Provide assistance to emergency service personnel as required.

A regular risk assessment is done by a Qualified Workplace Health and safety Officer and regular training on how to deal with an emergency situation is held for all staff.

Reviewed:

1st May 2024

Suzy Buttar (manager)

