



In the event of an earthquake, the children will be asked to get into **TURTLE SAFE** signalled by adults calling out and signing **EARTHQUAKE**. Children will be instructed to remain where they are rather than moving to another location.

Preparation

Safe environment:

To ensure a safe environment in the event of an earthquake the following measures will be taken:

- All tall pieces of furniture will be fixed to a wall. The Property and Assets team will carry out this work.
- Potentially hazardous furniture or fixtures will be identified as part of the Hazard identification and management plan.

Practice drills:

The children will be taught the 'Turtle' position during practice drills throughout the year. A minimum of four scheduled drills will be held each year at the rate of once per term. Further drills may be initiated by staff throughout the year and recorded in the staff diary. Each drill will be recorded in the Playground's app (Discover/Xplor) in the Health and Safety folder and on the calendar. The **turtle position** is as follows:

- A person in this position has their body tucked up with their knees and forehead on the floor and their hands covering the back of their neck.

This position aims to protect a person's face, internal organs and the most important part of the spinal column.

During an earthquake:

Children will be instructed to drop and take cover, either in the turtle position or under a piece of furniture.

While travelling or on a trip:

Civil defence advice is to pull over and stay in the vehicle

- All staff will be made aware of the emergency plans of any venues visited and the strategies outlined in excursion Risk Assessment.

After an earthquake

- Gather the children into a common area that is free of hazards, if there is a fire, evacuate the building following the evacuation procedure
- **Preschool Lead or person responsible** will get the **Preschool phone or their own work phone** to make a head count of the children using Playground's head count feature.
- If the emergency kit is accessible, collect it and bring it to the group
- Listen to the radio for advice and information
- Contact families using Playgrounds app or SMS message
- Children will be kept at the preschool until a parent or nominated person comes to collect them
- All available staff will stay at the preschool until all the children have been collected
- Gather with preschool children and staff at the lower gate adjacent to the sandpit - 'Assembly Point'

Related procedures:

- Hazard identification and management procedure
- Taking children on trips/excursions procedure
- Fire evacuation procedure

Reviewed	March 2024
Review partners	Lead Teacher, Staff
Next review date	February 2027
Signed:	
Preschool Lead	Susan Swolfs