

School Emergency - Contacting Buckinghamshire Council

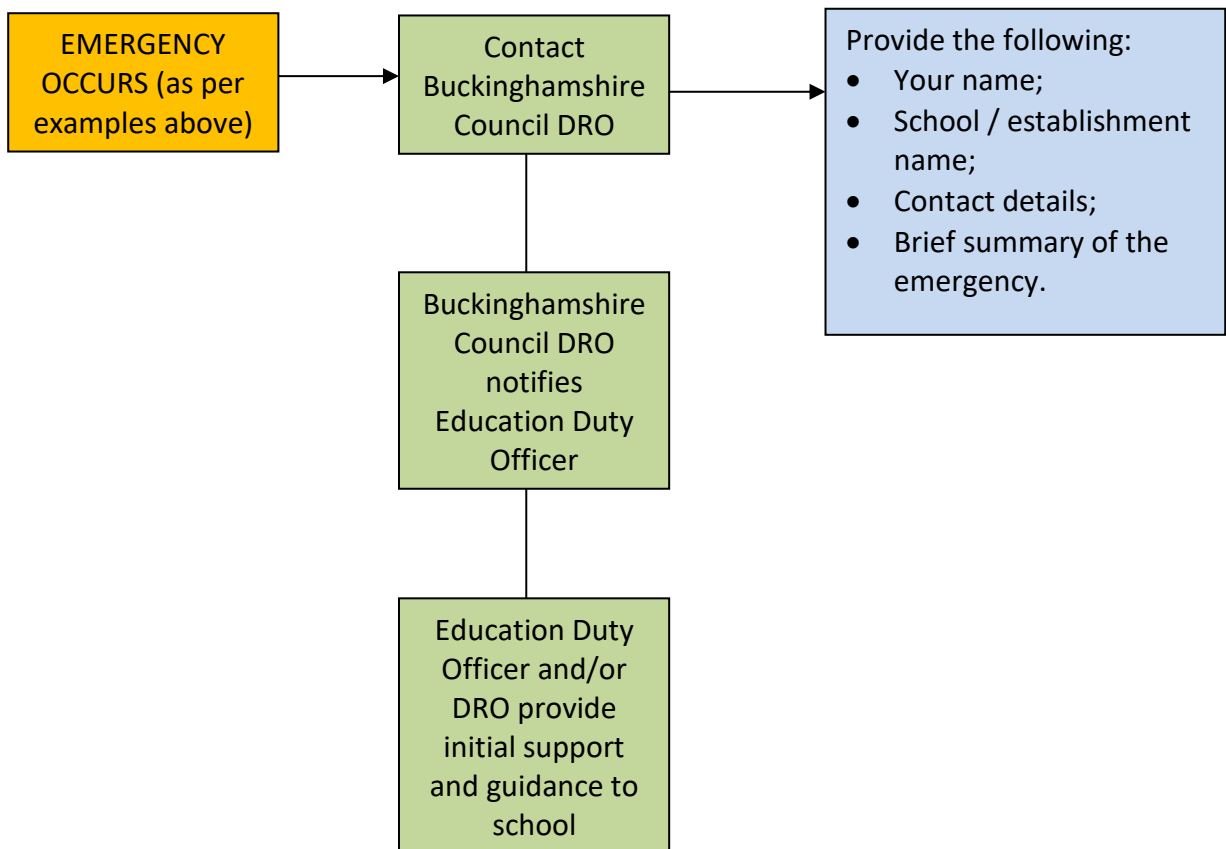
Emergencies may happen at the school, away from the school during off-site activities (including overnight trips) or when involving home-to-school transport. Examples might include:

- An incident involving the emergency services (e.g., road traffic collision, death or serious injury of member of school community).
- An incident that might necessitate the closure of the school (but not weather related - unless the fabric of the school has been significantly damaged, threatening life / limb).
- An incident that is likely to attract adverse media attention.
- Significant injury to member of school on a trip.

Buckinghamshire Council provide a Duty Resilience Officer (DRO) who is a 24hr point of contact for emergency responders and schools. In the event of an emergency the school should contact:

Duty Resilience Officer 07738 501318

The Duty Resilience Officer will be able to provide some basic support and guidance on the emergency and be able to contact the Education Duty Officer. The following flow chart explains the process:



Other Useful phone numbers / information sources:

Function	Contact details	Comments
Council Duty Resilience Officer – EMERGENCIES ONLY	07738 501318	
Buckinghamshire Council Property Service Desk (<i>also out of hours</i>)	01296 383 238	Further information can be found under 'Premises and Property' on Schoolsweb
Buckinghamshire Council Contact Centre	0845 370 8090	For reporting of accidents, incidents, near misses that are not an emergency
SchoolsWeb (<i>also school closure information / mechanism</i>)		Passwords held by individuals. Site maintained by Digital Team and Customer
EVOLVE website		Passwords held by individuals. Maintained by Buckinghamshire Council Educational Visits Adviser