

Emergency Response and Safety Policy Rockit Performing Arts

In accordance with the Work Health and Safety Act 2012 (SA), the Emergency Management Act 2004 (SA), and the South Australian State Emergency Management Plan, Rockit Performing Arts is committed to maintaining a safe environment and having comprehensive emergency response plans in place.

1. Purpose

This policy aims to ensure the safety of all staff, students, and visitors by establishing clear emergency response procedures and safety protocols.

2. Scope

This policy applies to all Rockit Performing Arts premises, staff, students, volunteers, and visitors.

3. Emergency Response Plans

3.1 Rockit Performing Arts shall maintain up-to-date emergency response plans for various scenarios, including but not limited to:

- a) Fire emergencies
- b) Medical emergencies
- c) Natural disasters
- d) Security threats

3.2 These plans shall be reviewed annually and updated as necessary to comply with current legislation and best practices.

4. Staff Training

4.1 All staff shall receive emergency response and safety training during regular staff meetings, as per SafeWork SA guidelines.

4.2 Training shall cover:

- a) Evacuation procedures
- b) Use of fire safety equipment
- c) First aid response
- d) Incident reporting

5. Documentation and Accessibility

5.1 Emergency response instructions and guidelines shall be documented and easily accessible in each studio, in compliance with the Work Health and Safety Regulations 2012 (SA).

5.2 These documents shall include:

- a) Evacuation plans
- b) Emergency contact numbers
- c) Location of first aid kits and fire extinguishers

6. Safety Equipment

6.1 Rockit Performing Arts shall ensure all required safety equipment is in place, regularly maintained, and easily accessible, including:

- a) Fire extinguishers
- b) First aid kits
- c) Emergency lighting

7. Incident Reporting

7.1 All incidents, near misses, and potential hazards shall be reported and documented as per the SafeWork SA Incident Notification fact sheet.

8. Compliance and Inspections

8.1 Regular safety inspections shall be conducted to ensure compliance with the Work Health and Safety Act 2012 (SA) and relevant regulations.

8.2 Any identified non-compliances shall be addressed promptly.

9. Review and Continuous Improvement

9.1 This policy and associated procedures shall be reviewed annually to ensure ongoing compliance with South Australian legislation and best practices in emergency management and workplace safety.

By implementing this Emergency Response and Safety Policy, Rockit Performing Arts demonstrates its commitment to providing a safe environment for all staff, students, and visitors, in alignment with South Australian government requirements and legal obligations.