



Shelter in Place Policy

Intent:

Response action as appropriate

Shelter in Place is a drill that should be practised with children and involves children being asked calmly to move quickly inside and play inside for a period of time because of an external threat such as a chemical spill or swarm of wasps. The entries and exits to the building are restricted, however, normal instructional activities continue as much as possible.

- Deciding whether or not to continue operating following an event rests with management. Appropriate advice from professionals will be sought if needed and the Ministry of Education will be contacted for support.

Following an Evacuation

Staff and children do not return to the early learning service site until given clearance to do so. Whether the centre can continue to operate that day (and in the future) will be determined by:

- The nature of the event
- The safety of the buildings and other facilities including running water, power, heating etc.
- Health and wellbeing of staff.

Relevant Background (including Legislation/Regulation/Licensing references)

Licensing Criteria for centre-based ECE services: HS7 and HS8

Health and Safety at Work Act and associated regulations

Reviewed: February 2025

Next Review Date: 2026

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