



# School Safety Programme



रा. आ. मा. बल -- भारत  
**NDRF • INDIA**

जीवन रक्षा से भी आगे ...  
*Saving Lives & Beyond...*



# SCHOOL SAFETY



## Introduction

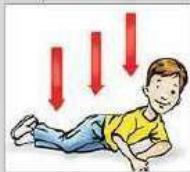
Children are expected to spend majority of their time at school, safe schools attain very high importance with a view to ensuring their safety and well-being. Schools can be a safe haven for children that help them slowly move back to normalcy. It is, therefore, essential to work on the aspects of safe school.

During fire adopt the drill: - **S.D.R.**

## Stop.



## Drop.



## Roll.



## FIRE

What to do in the event of a fire: -

- ★ Raise the alarm & Alert principal/Headmaster.
- ★ Evacuate everyone from the immediate vicinity of the fire.
- ★ Fight fire with existing equipment (Only when it is safe to do so)
- ★ Allow staff, students, and visitors to collect belongings (Only when it is safe to do so).
- ★ On sounding of the alert, evacuate all staff, students and visitors in an orderly manner.
- ★ Close all doors and windows & Switch off the power supply.
- ★ Collect classroom rolls and move students and visitors along designated routes to the designated assembly area.
- ★ Assist staff, students and visitors with disabilities or special needs.
- ★ Assemble students in groups and mark their names off the rolls.
- ★ Remain with students and await further instruction from the incident controller.
- ★ Do not leave assembly area until advised to do so

by the incident controller.

## EARTHQUAKE

What to Do During an Earthquake

- ◆ What will be your first reaction in case you feel tremors?  
- Cover Your Head with Something”



- ◆ What Next?  
- Drop-Cover-Hold
- ◆ How will you do Drop?

- ✓ Stay calm! If you're **indoor**, stay inside. If you're outside, stay outside.
- ✓ If you're indoor, stand against a wall near the center of the building, stand in a doorway, or crawl under heavy furniture (a desk or table). Stay away from windows and outside doors.
- ✓ If you're **outdoors**, stay in the open away from power lines or anything that might fall. Stay away from buildings
- ✓ Don't use matches, candles or any flame. Broken gas lines and fire don't mix.
- ✓ If you're in a car, stop the car and stay inside the car until the earthquake stops.
- ✓ Don't use elevators
  - What to do after an Earthquake
  - Check yourself and others for injuries. Provide



first aid for anyone who needs it.

- Turn on the radio. Don't use the phone unless it's an emergency.
- Stay out of damaged buildings.
- Be careful around broken glass and debris. Wear boots or sturdy shoes to keep from cutting your feet.
- Follow the emergency plan or the instructions of the person in charge.
- Expect aftershocks.

**CYCLONE/FLOOD: -**

In cyclone-prone areas, principals/ Head master should establish links with their local State Emergency Services (SES) and familiarize themselves with the various actions required under each “alert stage”.

- ◆ If flooding is imminent, make contact with the local SES (State Emergency Services) and education regional office as soon as possible.

- ◆ If the school is still occupied, ensure students and staffs are located in the highest

sheltered areas.

- ◆ Where possible, ensure that high value equipment and records are relocated away from impending floodwaters.
- ◆ Ensure potential electrical hazards have been eliminated (for example, isolate power supply) (*only when it is safe to do so*).
- ◆ Remain at the safe location while it continues to offer protection.
- ◆ Do not allow anyone to enter the floodwaters.

**LANDSLIDE:**

If you are in immediate danger:

- ✓ Evacuate immediately
- ✓ Call the police or fire department

#### Warning signs:

- ✓ School is making noises
- ✓ Walls and floors are tilting
- ✓ Cracks in building are actively opening
- ✓ Cracks in ground are appearing
- ✓ Doors or windows that stick or jam for the first time
- ✓ Outside walls, walkways, or stairs start pulling away from the house

#### ROLE OF SCHOOL TEAMS:

A school Disaster Management Committee (SDMC) may be established to take up necessary Plans and actions, in the unlikely event of Disaster.

SDMC may consist of the following Sub-teams/ Groups:

##### 1. Disaster Awareness Group

- Develop materials posters, pamphlets, and simple tips on Do and Don'ts in different disasters, street plays and "nukkad natak".
- Organise Demonstrations to generate awareness.

##### 2. Warning & information Dissemination Team

- Monitoring and taking regular updates from TV/ Radio/Internet on the potential hazard that school can face, e.g. weather updates in case of floods, landslide, cyclones etc.
- Warn the school in case of an emergency by either ringing a bell/siren or on the public address system or through a messenger etc.
- Prepare Disaster Safety tips/information.

##### 3. Disaster Response Group

- Identify the open areas where the school can assemble after evacuation in an emergency.
- Assist the Planning Committee in developing options in the event evacuation is required during inclement weather.

##### 4. Search & Rescue Team

- Regular training to team members on carrying out rescue of surface victim/s.

- Proficiency in first aid.
- Start rescue and search operations in case of disaster.
- Report location of injured to First Aid Team.
- Report location of other problems to SDMC.

##### 5. First Aid Team

- Make sure that first aid supplies, emergency cards and health cards are up to date and always complete.
- Aware of special medical requirements of students / employees and ensure that some stock medication (maybe 1-2 days medicines) are kept in the school and regularly updated
- Assign First Aid Team members to accompany Search and Rescue Teams during their search operations.
- Help in evacuating seriously injured.

##### 6. Fire Safety Team

- Make sure fire-fighting equipment (extinguishers, etc.) is in working order and that staff has received training in its use.
- Identify & ensure that all non-structural earthquake hazards that can be cause of fire (i.e. Chemical Laboratories, Cafeteria Kitchens, hot water tank) are properly secured.

##### 7. Site Security team

- Work with the Planning Committee, the School Administrator and the District authorities to establish a release policy and communicate this policy to parents and staff.
- Secure all Entry and Exit points

##### 8. Bus safety Team (for each Bus)

- Implement school policy for earthquake/Disaster occurrence while students are enroute to or from school.
- If condition of bus and transportation routes allow movement of bus, proceed cautiously.



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 S A F E T Y





## CPR Procedure

**C** Call EMS  
**P** Perform CPR  
**R** Repeat



Call for help & alert EMS (check if the person is responsive or not)



Check CIRCULATION, AIRWAY & BREATHING



If PULSE is absent, position your hands and start performing CPR

Remember CPR rate

### ADULT & CHILD

Compression - 30 (100/min)  
Rescue Breathe - 2  
Depth - 2"

### INFANT

Compression - 30 (100/min)  
Rescue Breathe - 2 (Puff)  
Depth - 1.5"



REPEAT CPR cycle until EMS arrive.

NATIONAL DISASTER RESPONSE FORCE

# CONTROL BLEEDING

NATIONAL DISASTER RESPONSE FORCE



*Always wear PPE (Latex Glove)  
when treating a wound*



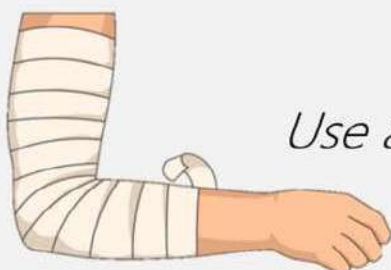
*CLEAN the wound with sterile saline  
or clean water before applying the  
dressing.*

*Apply Direct PRESSURE  
on the WOUND*



*Elevate the wound above  
the level of the HEART*

*Exerts pressure on  
PRESSURE POINTS*



*Use a sterile, non-adherent dressing*



**HOW SAFE IS MY SCHOOL?**



**How Safe  
Is  
My School?**



## Disaster Reduction Day

The Disaster Reduction Day is observed every year to raise awareness about disaster risk reduction. The Government of India organises various programmes and activities to promote awareness and preparedness.

The **National Disaster Management Authority (NDMA)** and the **National Institute of Disaster Management (NIDM)** observed 10 October 2012 as National Focus Day on School Safety. The main objective was to enhance awareness among students about disaster safety and to strengthen disaster management practices.



## Why is School Safety Important?

- Every year, hundreds of school children are affected by natural and man-made disasters.
- In 2001, it is reported that 971 students and 31 teachers died in the Gujarat earthquake.
- In 2004, 1,884 buildings collapsed in the Kumbakonam fire incident, and 94 children lost their lives.
- In 1997, 24 children died in Delhi when a bus fell into the Yamuna River.
- In 1995, more than 100 children died in a school fire incident.
- Therefore, it is essential to reduce school vulnerability through structural and non-structural measures.

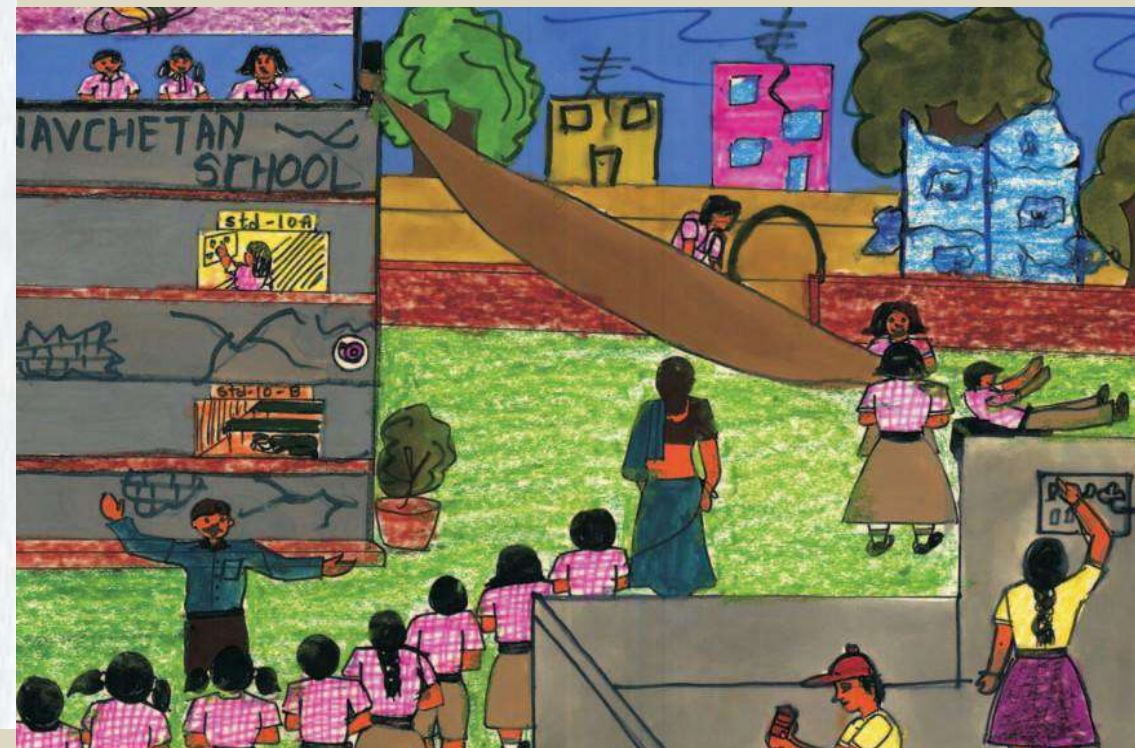
A School Safety Plan plays an important role in this.

## How Safe Is My School?

### School Safety: Key Points

- Increase disaster awareness.
- Hazard, vulnerability, and risk assessment.
- Structural and non-structural safety measures.
- Resource mapping.
- Formation of school safety committees and task forces.
- Establishment of an early warning system.
- Mock drills, regular inspections, and training.
- Psychological support for vulnerable children.
- Focus on disability and gender-based needs.
- Conduct safety audits and disaster risk assessments regularly.

**School safety planning** aims to reduce risks in schools. It ensures that schools are prepared for natural and man-made disasters and that safety measures are properly implemented.



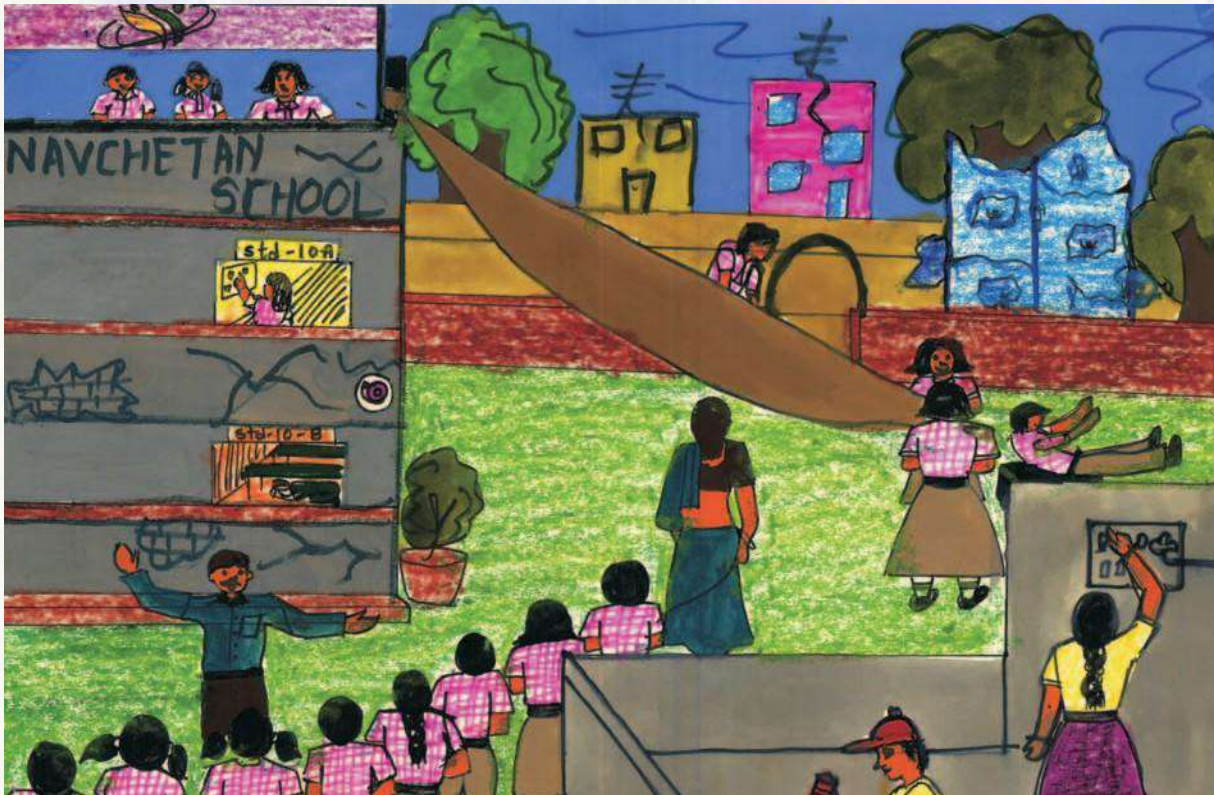


## Make Our School Safe

**Disasters can happen at any time.**  
It is better to stay alert and take precautions  
beforehand.

### Why is School Safety Necessary?

- Every year, thousands of children are affected by disasters such as earthquakes, floods, fires, and other emergencies.
- In 1995, a school building collapsed in **Dabwali (Haryana)**.
- Around 200 students died in a fire incident in 1997.
- In 2001, 971 children and 31 teachers lost their lives due to an earthquake in Gujarat.
- In 2004, 94 children died in a fire accident in **Kumbakonam (Tamil Nadu)**.
- In Delhi, 24 children died after a bus fell into a river.
- In 2004, thousands of students and teachers were killed or injured in the tsunami.
- In 2007, 15 children and 3 teachers died in a boat accident during a school trip.
- Because of such incidents, it is necessary to ensure the safety of school students through proper management and coordination.
- Often, negligence becomes the main cause of accidents. The safety of school buildings, electrical wiring, laboratory equipment, sports facilities, transport arrangements, and psychological counselling for children is extremely important.
- For children, education and protection from disasters, as well as proper training and mock drills, are essential.



### School Safety: Key Points

- Increase disaster awareness.
- Hazard, vulnerability, and risk assessment.
- Structural and non-structural safety measures and resource mapping.
- Formation of school safety committees and training of the nodal person.
- Establishment of an early warning system.

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## EARTHQUAKES DON'T KILL PEOPLE, NON ENGINEERED BUILD

### BEFORE

- Know well seismic zonation of your area, get your house evaluated for retrofitting (if any) and ensure expert civil engineer's help in making your house earthquake resistant as per Indian Standard Code (IS: 1893-2002) (details at [www.bis.org.in](http://www.bis.org.in) & [www.bmtpc.org](http://www.bmtpc.org))
- Pick couple of "safe" meeting places that are easy to reach. They could be under a sturdy table or desk or against an interior wall. Practice **DROP, COVER, AND HOLD-ON** in each safe place at least once in a month.
- Organize meeting/seminar to share and learn basic safety precautions about the earthquake in home, schools or workplace.
- Take your earthquake survival kit with you. It should contain all necessary items for your protection and comfort to be sufficient atleast for three days.
- Till date prediction of earthquake is not possible. Don't listen to or spread rumours.



### DURING

- **Stay calm!** If you are in bed, hold on and stay there, protecting your head with a pillow. (More at [www.imd.gov.in](http://www.imd.gov.in) and other online services/network for information).
- If you are outdoors, find a clear spot away from buildings, trees, streetlights, and power lines. Drop to the ground and stay there until the shaking stops.
- If you are in a vehicle, pull over to a clear location, stop and stay there with your seatbelt fastened until the shaking has stopped. Avoid bridges, flyovers or ramps that might have been damaged by the quake.
- In a high-rise building, expect the fire alarms and sprinklers to go off. Check for and extinguish small fires, and if exiting, don't use elevators; instead take the staircase and don't rush to the exit point.
- If in coastal area, move to higher ground and listen to Tsunami warning (details at [www.incois.gov.in](http://www.incois.gov.in) & [www.mha.gov.in](http://www.mha.gov.in)).
- If you are in mountainous areas be alert and move away in case of landslides, falling rocks and other debris.



### AFTER

- Check yourself and others for injuries and don't use your telephone to call relatives and friends, call only for medical help, move cautiously and check for unstable objects around.
- Listen to Radio, TV for emergency information and safety guidance (more at [www.ndma.gov.in](http://www.ndma.gov.in)).
- Watch out for fallen power lines or broken gas lines, and stay out of damaged areas.
- Anticipate aftershocks, if shaking lasted longer.
- Stay out of damaged buildings. Strong aftershocks can cause further damage to the buildings and weak structures may collapse.
- Don't use your two-wheeler/car to drive around the areas of damage.
- Make up a plan of where to meet your family after an earthquake otherwise leave a message stating where you are going if you must evacuate your residence.
- Evaluate damages and repair any deep cracks in ceiling, beam, column and foundation with the advice of an expert.



बीच में क्या

during

# Earthquake?



DCH-  
D-DUCK: BEND DOWN.  
C-COVER: TAKE COVER  
H-HOLD: HOLD ON TIGHTLY.



# D

Drop *where you are onto your knees & hands.*

# C

COVER *your head & neck with your arms and take cover under a table or crawl next to a main wall away from window.*



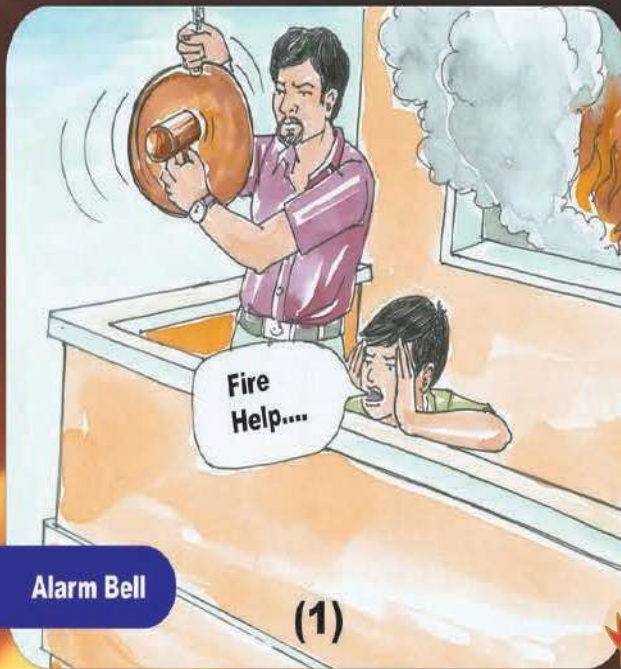
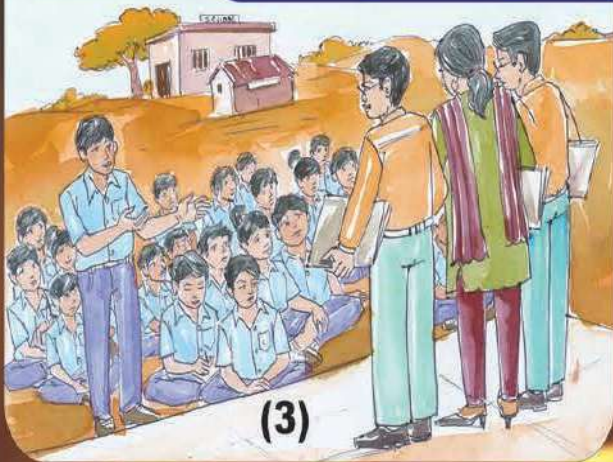
# H

HOLD *on to the legs of table/Shelter firmly. Be prepared to move with it until the shaking stops.*

NATIONAL DISASTER RESPONSE FORCE

# ORGANIZING FIRE SAFETY DRILL FOR SCHOOLS

Assembling at the Designated Place



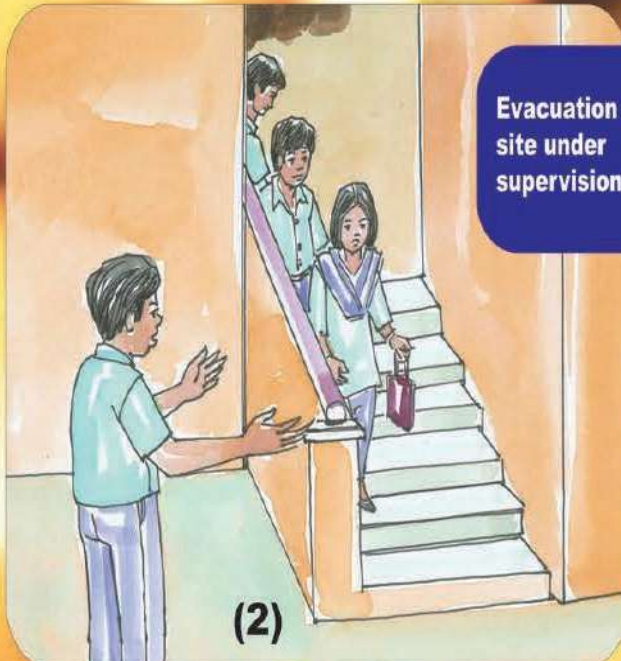
Alarm Bell

Reporting by Team Members to Fire services

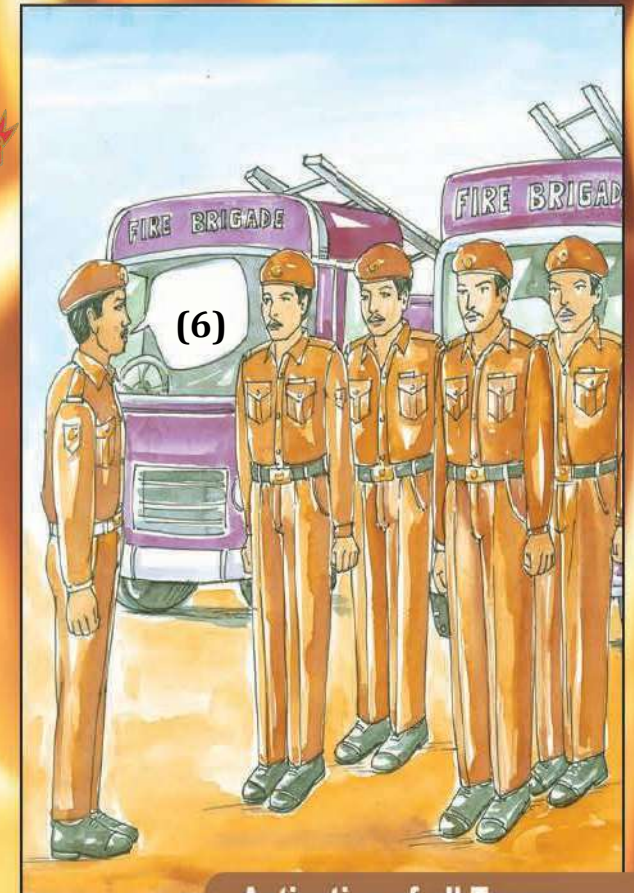
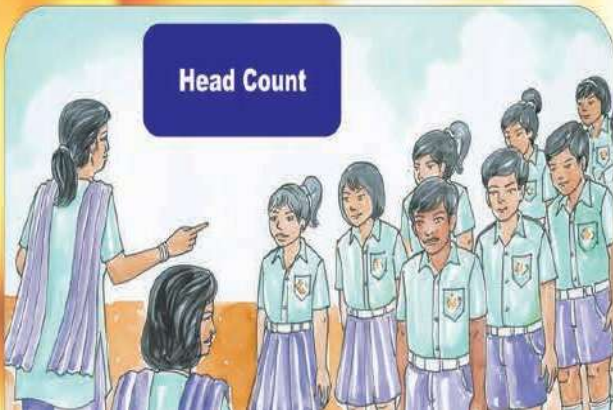
& Rescue, Relief Carried Out



Evacuation of site under supervision



Head Count



Activation of all Teams

## NDRF



## FIRE SAFETY TIPS

- Develop a fire emergency plan for the School and ensure that everyone knows it.
- Always follow the Building By-Laws to keep your school safe and secure.
- Set out Fire Alarm in emergencies (Practice Manual Alarming System) and Alert all in case of fire.
- Practice moving through your escape routes with eyes closed during normal times.
- Always keep escape/evacuation routes clear of any blockades.
- Keep storage and working areas free from trashes.
- The Staff in the cafeteria should be extra cautious while working in the kitchen.
- Always maintain First-Aid Kit and keep it ready for any emergency. Keep the First-Aid Box/Boxes in accessible locations.
- Keep inflammables like kerosene, gas cylinder, etc., out of the reach of students.
- Put out electrical appliances immediately, should a fire breakout.
- During normal times look out for old wirings & broken electrical fittings. Report any hazardous conditions to your electrician.
- Keep fire extinguishers in working conditions and learn how to operate them.
- Teach students on fire safety rules.

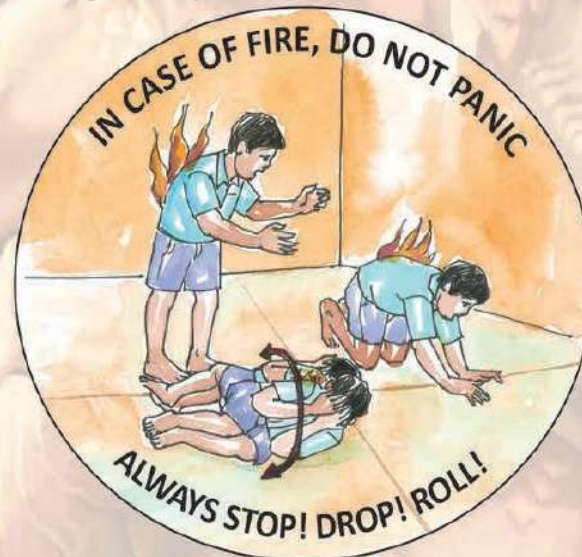
- Rush out from the class rooms without panicking and stay calm.

### • In case of fire:

- Protect yourself and your friends - Stay Calm, Don't Panic.
- Raise Alarm and Alert Everyone.
- Use nearest or emergency Exit routes.
- Close all Doors and Windows behind you.
- Use Staircases, Not Lifts.
- Never stand but always crawl low on the ground and keep your face covered.
- Attract Attention of the Rescue Team by making loud noise.

### • In case anyone is caught with fire:

- ◆ Always STOP, DROP and ROLL. Roll over the ground to put off the fire.



- For any Fire Emergency, Call Fire Services at 101, immediately, which is toll free and remember the following:

- ◆ Maintain Calm, even while informing the incident to the Fire Services.
- ◆ Tell Name and Exact Address of the Caller.
- ◆ Give Contact Numbers.
- ◆ Inform the Type of Emergency - Nature of Fire and its source.
- ◆ Inform nearby landmark place.
- ◆ Inform Shortest and Accessible route to the incident site, which will help the fire services to come and fulfill their tasks efficiently and effectively.

- ☞ Display numbers of all Emergency Support Functionaries and put Evacuation Map on all floors and at strategic locations.

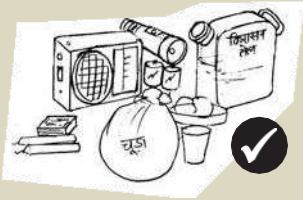
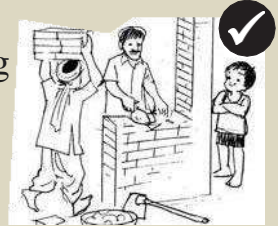
- ☞ Always Secure Yourself, Your Friend/s and Your School.



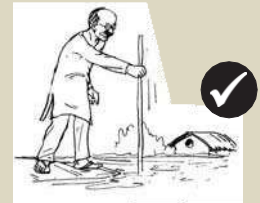
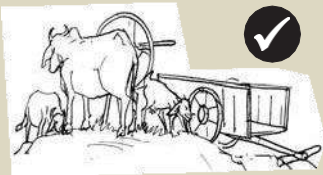
## DO

## FLOOD

- If you are in a flood-affected area, go to a safe place and stay in a strong house.
- Inform all family members about evacuation orders.
- For drinking water, use boiled or chlorinated water.
- Before eating food, cover it properly.



- When travelling, listen to information, warnings, and instructions on the radio or television.
- Eat dry food, drink water, lemon water, buttermilk, milk, and use ORS as needed.
- If you must cook food, use dry fuel and proper utensils.
- Use torches, lanterns, or emergency lights instead of candles.
- Before entering the house after the flood, check the condition of the house and use a stick to check for snakes or other dangers.



## DO NOT



- Do not allow children to go near or play in flood water.
- Do not attempt to walk or drive through fast-moving water.
- Do not enter flood water, as it may be contaminated or electrically charged.
- Do not use electrical appliances until they have been checked properly.
- Do not consume food or items affected by flood water.
- Do not ignore symptoms of illness.

