

## **DISASTER MANAGEMENT COMMITTEE: 2024-25**

Disaster Management can be defined as the management of resources and responsibilities for dealing with all the humanitarian aspects of emergencies in particular preparedness, response and recovery in order to lessen the impact of disasters.

The Disaster Management Committee shall be responsible to coordinate, contact and communicate to respond in case of an emergency.

The members of Disaster Management Committee are as under:

<b>S. No.</b>	<b>Name of Staff Members</b>	<b>Official Position</b>	<b>Designation</b>
1.	Mrs. Sunita Rajput	Principal	Chairperson
2.	Mrs. Rita Tripathi	Vice Principal	Member
3.	Mrs. Dhvani Joshi	Admin	Member
4.	Mrs. Anita Mishra	Teacher	Member
5.	Ms. Upasana Yadav	Teacher	Member
6.	Mr. Dhiru Konkni	PGT-Physical Education	Member Secretary

The committee will also look into the Structural Safety requirements of the school for various hazards (earthquake, flood, cyclone etc.). It will get the school building assessed for the hazards identified and take proper remedial measures as per the requirement. The committee will prepare School Disaster Management Plan which includes the Mock Drills to be conducted out at least twice in a year and evaluate it.

## **SCHOOL DISASTER MANAGEMENT PROGRAMME**

Disaster management has recently increased in importance because of the growing awareness of costs associated with disasters, both natural and man-made. Knowing and meeting the objectives help reduce these costs and improve first responder efforts.

### **Aims and objectives**

The overall aim of disaster management is to

- Identify and manage hazards in the school
- Prepare and respond to emergencies in school
- Prevent or reduce losses that occur due to hazards, disasters and emergencies.

## **Core Team**

### **Overall incharge: Principal- Mrs. Sunita Rajput**

- Leads the disaster management programme by regularly monitoring the emergency situations and takes necessary decisions.

## **Evacuation Team**

	<b>Wing A:</b>	<b>Wing B:</b>	<b>Wing C:</b>
Ground floor	Mr. Sandeep Radhya	Mr. Paresh Patel	Mr. Hitesh Patel
First floor	Mr. Bhadresh Tandel	Mr. Francis Tirkey	Mr. Ganu Thapa
Second floor:	Ms. Neha Kumari	Mr. Amin Mobhani	Mr. Mitesh Upale
Third floor :	Ms. Rupam	Mr. Abdul	Mr. Vaishakh A. V.
Fourth Floor:	-	Mr. Pravin Singh	Mr Arun Vaishnav

- The floor in charges take quick action for the safety of the students, staff and other members of the school for evacuation under the guidance of the Principal.

### **Administrative officer: Ms. Dhvani Joshi**

- To raise alarm in school using hooters and public announcement system.
- To call hospitals, ambulance, fire emergencies and Police.
- To activate the school disaster management team.
- Provide resources needed and maintain line of communication with the Principal and teachers.

**Formation and Execution of disaster management plan since its inception.  
The major thrust areas include**

- Display of evacuation plan on each floor.
- Training of teachers and students through workshops by experts.
- Mock Drills by the fire safety department and police department.
- Proper provision of escort teachers for the transport.
- School gate keeper is well trained and showing of I-card is mandatory for all the visitors.
- Special committee of parent community is involved in disaster related issues.
- Emergency contact numbers are displayed for immediate action, like Police, Fire brigade and Ambulance.
- Distinct and loud sound of the hooter to easily identify the disaster.
- Special club for disaster management to acquaint the children for safety measures.
- Training for teachers to deal with the disaster.
- Special assemblies are conducted for regular updation.

## Resource inventory

### i. List of resources available in the school campus

S.NO.	Resource	Number	Physical Position	Condition
1	First aid box	4	A,B,C Wing	Good
2	Fire extinguishers	79	A,B,C Wing	Good
3	Torch	2	A,B,C Wing	Good
4	Thick rope	1	A,B,C Wing	Good
5	Sand buckets	35	A,B,C Wing	Good
6	Computer lab	3	A,B,C Wing	Good
7	Physics lab	1	A,B,C Wing	Good
8	Chemistry lab	1	A,B,C Wing	Good
9	Biology lab	1	A,B,C Wing	Good
10	Drinking water facility	26 (Taps)	A,B,C Wing	Good
11	Toilet	80	A,B,C Wing	Good
12	School playground	2	A,B,C Wing	Good
13	Library	2	A,B,C Wing	Good
14	Rooms in school (Class, staff, principal, admin)	146	A Wing - 57, B Wing - 31, C Wing - 58	Good

## ii. List of resources available outside school campus

S.NO.	Resource	Location	Contact details
1	Hospital	<b>Shalby Hospital, Vapi</b> Near Chandralok Building Chanod, Silvasa Rd, Vapi, Gujarat 396195	070460 63333
2	Police station	<b>Dungra Police Station</b> 9W2W+H6G, Vapi-Motaponadha Rd, Dungri Falia, Karvad, Dungra, Vapi, Gujarat 396191	0260 245 2100
3	Fire station	<b>Vapi Gidc Fire station unit-2</b> near, Sardar Chowk, 40 Shed Area, Phase 2, GIDC, Vapi, Gujarat 396191	099798 85364
4	Blood bank	<b>Lions Puriben Popatlakha Blood Bank</b> 9WHF+HJ8, Housing Sector, GIDC, Vapi, Chharwada, Gujarat 396145	95376 59226
5	Pharmacy	<b>Medtrust Pharmacy</b> B 10, Sun Signature Building , Opp Haria Park , Dungra, Vapi, Gujarat 396193	9727680866

## Annual calendar for conduction of various preparedness activities in school

An annual calendar is prepared by school administration (SDMC) in consultation with other stakeholders for conducting various preparedness activities. This calendar will help in capacity building of students and will create awareness through various resources.

- Poster
- Debate
- Quiz
- Film screening
- Rally
- Visit to sites
- Guest lectures
- Demonstration

## Action plan for conducting mock drills

Mock drills are part of preparedness activity and it is an important component under school safety and capacity building.

	Jun	Jul	Aug	Sep	Nov	Dec	Jan	Feb
Earthquake	■	■						
Fire			■	■				
Flood						■	■	
Road Safety	■							
Cyclone								■
Industrial Accidents								■

## Capacity building and training

Capacity building and training of teachers, students, and other staff is an important aspect. For responding to any emergency situation school community must be trained in basic disaster management skills.

School administration will arrange training programs for students, teachers, and other staff in consultation with local fire brigade, health center, and police station.



## ❖ Hazard Specific Response Plan

Earthquake	<ol style="list-style-type: none"><li>1. At the first indication of ground shaking, all the teams must be activated and warning signal must be issued in the school.</li><li>2. People in classroom should perform DROP, COVER and HOLD</li><li>3. After shaking stops all the classrooms must be evacuated and Students/Staff will be moved to the area designated in the evacuation map.</li><li>4. Special arrangement must be made for people with disability.</li><li>5. On staircases, everybody should be disciplined and must come outside calm and quietly.</li><li>6. At the assemble point, a roll count must be taken and if anybody is found missing it should be immediately reported to SDMC or evacuation team.</li></ol>
Fire	<ol style="list-style-type: none"><li>1. Immediately after fire is discovered, the alarm must be triggered and all the teams must be activated.</li><li>2 Local fire brigade authority must be informed immediately.</li><li>2. On hearing the alarm, all the pupils must leave the classrooms in an orderly manner.</li><li>3. If anybody catches fire, he/she must perform STOP, DROP and ROLL on floor until fire on clothes extinguishes.</li><li>4. On staircases, everybody should be disciplined and must come outside calm and quietly.</li><li>5. At the assemble point, a roll count must be taken and if anybody is found missing, it should be immediately reported to SDMC or evacuation team.</li></ol>

Cyclone	<ol style="list-style-type: none"><li>1. After receiving Cyclone early warning from local disaster management authority, all the teams must be activated and warning signal must be issued.</li><li>2. On hearing the alarm, pupils must evacuate the classroom in an orderly manner.</li><li>3. Usage of electric appliances such as computer, mobiles, landlines etc. must be avoided because lightening can cause power surges in appliances which might cause severe electric shock when used.</li><li>4. Special arrangement must be made for people with disability.</li><li>5. On staircases, everybody should be disciplined and must come outside calmly and quietly.</li><li>6. At the assemble point, a roll count must be taken and if anybody is found missing, it should be immediately reported to SDMC or evacuation team.</li></ol> <p>The transport management team must take students to the safer place away from cyclone area.</p>
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Floods	<ol style="list-style-type: none"><li>1. After receiving flood early warning from local disaster management authority, all the teams must be activated and warning signal must be issued.</li><li>2. On hearing the alarm, pupils must evacuate the classroom in an orderly manner.</li><li>3. On staircases, everybody should be disciplined and must come outside calmly and quietly.</li><li>4. In case of sudden flooding, evacuate the affected areas and shift the people on the upper floors of the building and wait for the emergency rescue services to come.</li></ol>
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Bomb Threat	<ol style="list-style-type: none"><li>1. After receiving warning of bomb threat in school, immediately inform the nearby police station and fire brigade and activate all the teams.</li><li>2. All the pupils must be evacuated from the school in an orderly manner.</li><li>3. Do not touch anything until everybody gets evacuated from school and emergency services step in the school.</li><li>4. On staircases, everybody should be disciplined and must come outside calmly and quietly.</li><li>5. At the assemble point, a roll count must be taken and if anybody is found missing it should be immediately reported to SDMC or evacuation team.</li></ol>
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Epidemic	<ol style="list-style-type: none"><li>1. Students should be advised to remain at home and consult a doctor in case any symptom is found.</li><li>2. Teachers should be alert about any epidemic spread and they should make students aware about the symptoms and its remedial measures.</li><li>3. The students found to be suffering from any symptom must be separated from other children in the classroom.</li><li>4. There should be a provision for regular medical checkup of all school students, teachers and other staff.</li></ol>
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