

Caulfield Food & Craft Market

EMERGENCY MANAGEMENT PLAN

In the event of an emergency within Caulfield Racecourse Reserve, responsibility for the management of the response to the incident, including evacuation of person affected, will normally be delegated to the Market's Chief Safety Warden. However, due to the size of the Reserve all people on site should follow signage and any other audio instructions in the event of an emergency. Emergencies will be announced by the Rotary Market Manager or Safety Warden and relayed to all other volunteers.

You may be guided to the most appropriate evacuation point. It is the responsibility of each visitor to make themselves familiar with the Reserve's emergency exits and evacuation assembly points. The evacuation assembly points are subject to change at the discretion of the Safety Warden depending on the location of the emergency, type of emergency, crowd density and weather conditions.

PERSONAL INJURY/MEDICAL EMERGENCY: Market Manager/First Aid Officer to be informed who will assess level of action. If applicable, basic first aid is to be administered. **If emergency, call 000 immediately.**

LOST PERSONS: Take lost person to the main entrance as marked on the map. Ask for an announcement to be made on portable PA. Remain with person in designated control area until friend/family member is located.

DOG ATTACK: Call 9524 3333 (Glen Eira Council) Follow the phone prompts.

FIRE/EXPLOSIONS/TERRORIST THREAT: Call 000, notify any Rotary Volunteer. Follow General Evacuation steps as directed.

GENERAL EVACUATION Steps: Any order to evacuate will be announced by the Rotary Market Manager. Rotary Volunteers are to ensure people leave site calmly and quickly. Stallholders are to leave equipment and take personal belongings only. Use emergency exits as per the below map, and head toward the designated emergency assembly areas.

24/7 Site Security **1300 557 690** | Caulfield Racecourse Reserve Trust Authorised Representative Security: **1300 02 04 06**
Caulfield Racecourse Reserve Trust Head Office **(03) 9114 2580**

