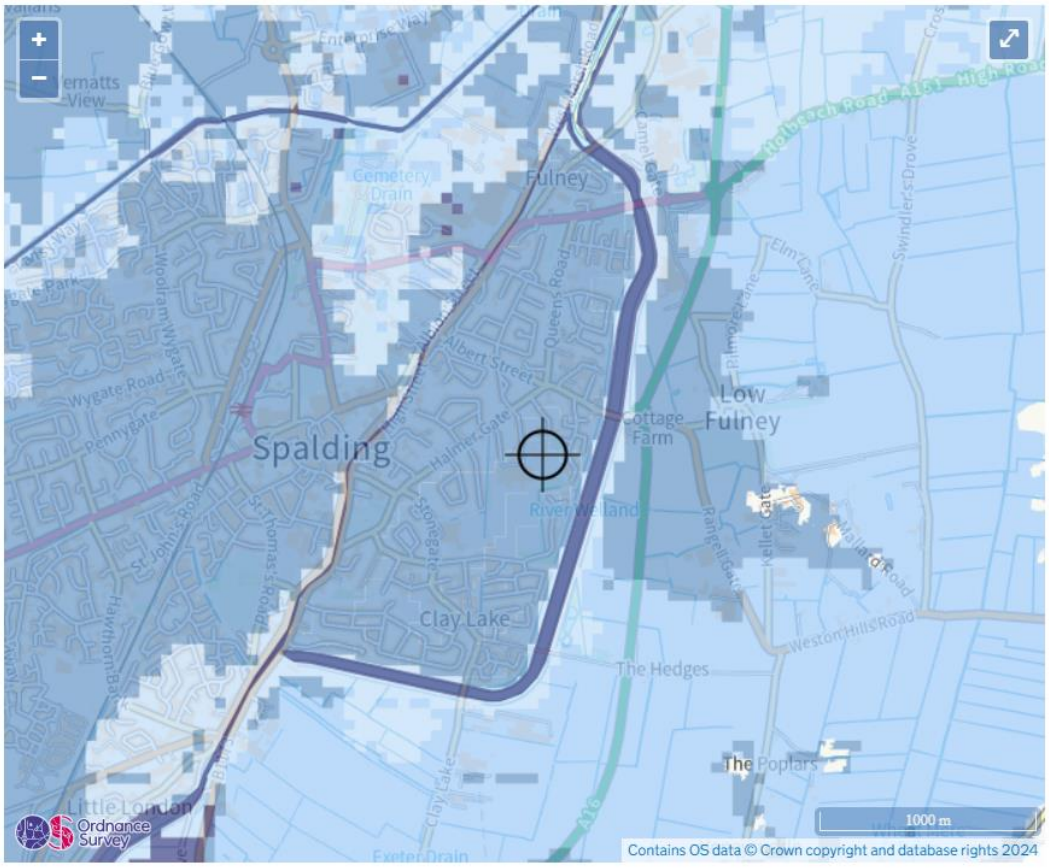
Flood Emergency Plan: Tulip Academy – Waterside Campus

Flood Emergency Plan: (to be read in conjunction with School Emergency Plan)

Introduction

This Plan is for Tulip Academy Waterside campus, Neville Ave, Spalding PE11 2EH. This plan has been created as the site is within an area of medium risk of flooding from rivers. Medium risk means that this area has a chance of flooding of between 1% and 3.3% each year.



Extent of flooding from rivers or the sea

High Medium Low Very low Location you selected

Flood Risk

The location covered by this plan is at risk from flooding from rivers and the sea, namely from the River Welland, and is covered by the Environment Agency (EA) Flood Warning System. The frequency / probability of flooding at this location is between 1% and 3% chance per year.

Flood Warnings

The EA operate a flood forecasting and warning service in areas at risk of flooding from rivers or the sea, which relies on direct measurements of rainfall, river levels, tide levels, in-house predictive models, rainfall radar data and information from the Met Office. This service operates 24 hours a day, 365 days a year.

If flooding is forecast, warnings are issued using a set of easily recognisable codes. A description of the codes is shown in appendix 1.

Floodline Register

“Floodline Warnings” is a free service operated by the EA that provides flood warnings direct to you by phone, email or text message. (Sign up for Flood Warnings by calling Floodline on 0345 988 1188 or online by following the link included in appendix 2.)

The Site Manager (SM) is responsible ensuring they are registered with the Flood Warnings Service. The SM is responsible for notifying the Head Teacher (HT) of the potential need to activate this plan in the event of receiving notification from the Flood Warnings Service.

Within Tulip Academy the warning(s) is cascaded from the SM to HT and on to the Senior Leadership Team (SLT).

Estimated Flood Warning Time

For this location the EA aims to provide between 2 and 12 hours lead time between a Flood Alert being issued and possible flooding occurring. A more accurate estimation will be provided when the warning is made.

Command & Control

Once a Flood Warning has been received, the HT, SLT and SM will discuss the warning, recent weather activity, estimated impact time, and will decide what actions are activated.

If immediate flooding is forecast and the opportunity to safely evacuate is gone, pre-emptive flood protection tasks must be implemented (if time allows) and the order given for moving to the area of safe refuge on the first floor of LA block.

Key Decision makers-

Site Manager (SM)

Head Teacher (HT)

Senior Leadership Team (SLT)

Director of Education (DoE)

On receipt of a warning of flooding, the SM will notify HT who will take all information available from Environment Agency, discuss with SLT and feed proposed action to Director of Education for approval.

If “Flood Warning” or “Severe Flood Warning” (appendix 1) is received by SM, notification will immediately to go to HT and SLT, who will arrange for school to close and pupils evacuated via co-ordination with Local Authority Transport or contact with parents to arrange for pupils to be collected.

The warning and subsequent decision/s will be communicated to staff and visitors at the school site by email, telephone and two-way radio

Any pre-emptive actions that need to be carried out by specific individual(s) are communicated directly to the person responsible; confirmation of instruction is required.

Response Actions / Considerations

Site Evacuation Procedures & Routes

Evacuation of entire site: all students and staff will follow the school’s normal daily transport plan, which will be undertaken as soon as “Flood Warning” or “Severe Flood Warning” (appendix 1) has been assessed and risk of the site flooding is inevitable.

Deploying Flood Barriers / Flood Protection

None available

Safe Refuge

Any no notice flooding events following breaches in defences or surface water flooding will require a safe refuge such that all occupants can take immediate action to keep themselves safe without relying on intervention from outside.

This location incorporates an area of safe refuge from flooding, (e.g. a location above flooding for all people on site, including those with restricted mobility), in the case of a no warning flooding event.

If flash flooding is experienced and transport cannot gain access to site all staff and students will take refuge on first floor of LA block and contact emergency services for rescue due to the significant needs of the students.

Reoccupation of The Site

There may well be environmental hazards, loss of utilities and other such issues, which may have to be rectified before people are allowed back to premises.

Occupiers must therefore consider a wide range of measures in developing their Recovery Plan, see links included in appendix 2.

Water breaches the buildings or any back flow of foul sewers should be notified to the Risk Protection Arrangement (RPA). All areas of breach should be considered contaminated until demonstrated otherwise.

Training & Exercising

All personnel who work on site should be made aware of this plan and trained accordingly. Exercising of this plan / personnel capabilities is essential.

Health & Safety records should be kept of which personnel have been trained and exercised.

This Plan will form part of the Health & Safety at Work Register maintained by the school and should be read in conjunction with Tulip Academy's School Emergency Plan.

Document Control

This Plan is owned, maintained, and updated by Head Teacher. All users are asked to advise Estates Manager of any changes in circumstances that may materially affect the plan in any way.

The plan will be reviewed at least every three years, as a result of lessons identified after an activation event or exercise, following major changes of personnel or policy, or following any change to the flood risk or warning process.

Appendix 1 - Environment Agency Warning Codes

Flood Alert

Key Message: Flooding is possible. Be prepared

Timing: 2 hours to 2 days in advance of flooding

Actions: Be prepared for flooding
Prepare a flood kit of essential items
Monitor local water levels and flood forecasts



Flood Alerts are to warn people of the possibility of flooding and encourage them to be alert, stay vigilant and to make early preparations for flooding.

Flood Warning

Key Message: Flooding is expected. Immediate Action Required

Timing: Half an hour to 1 day in advance of flooding

Actions: Act now to protect your property
Block doors with flood boards or sandbags and cover airbricks and other ventilation holes
Move family, pets and valuables to a safe place
Turn off gas, electricity and water supplies if safe to do so
Keep a flood kit ready
Move cars, pets, food, valuables and important documents to safety



Flood Warnings are to warn people flooding is expected and encourage them to take immediate action to protect themselves and their property.

Severe Flood Warning

Key Message: Severe flooding. Danger to life

Timing: When flooding poses a significant threat to life and different actions are required

Actions: Stay in a safe place with a means of escape
Be ready should you need to evacuate from your home
Co-operate with the emergency services
Call 999 if you are in immediate danger



Severe Flood Warnings are to warn people of a significant risk to life or significant disruption to communities caused by widespread or prolonged flooding, and encourage them to take immediate action to protect themselves and follow the advice of the emergency services.

Warnings no longer in force

Key Message: No further flooding is currently expected for your area

Timing: When river or sea conditions begin to return to normal

Actions: Be Careful. Flood water may still be around for several days and could be contaminated
If you've been flooded, ring your insurance company as soon as possible

(no icon)

Warnings are removed to inform people that the threat has now passed.

Appendix 2 - Useful Sources of Information

National Planning Policy Framework and the Planning Practice Guidance.

https://www.gov.uk/government/collections/planning-practice-guidance

Am I at Risk of Flooding?

https://www.gov.uk/check-flood-risk

Environment Agency Flood Warnings

https://www.gov.uk/sign-up-for-flood-warnings

Prepare a Flood Plan for your home or business

https://www.gov.uk/prepare-for-a-flood/make-a-flood-plan

Improving the flood performance of new buildings: flood resilient construction.

https://www.gov.uk/government/publications/flood-resilient-construction-of-new-buildings