

Emergency Management and First Aid Policy

Current as at 30 August 2026. This policy outlines Araya Tuition's approach to emergencies, first aid and parent communication.

1. Purpose

Araya Tuition will take reasonable steps to prepare for and respond to emergencies, illness, injury, medical incidents, venue risks, severe weather, evacuation, lockdown and other urgent situations.

2. Emergency Response

In an emergency, Araya may contact emergency services, provide first aid within the limits of training, contact parents or carers, follow venue procedures, move students to a safer location and record the incident.

Where immediate medical assistance is required, student safety will take priority over obtaining prior parent contact.

3. First Aid and Medical Information

Parents and carers must provide accurate medical, allergy, medication, disability, access and emergency contact information and update Araya if those details change.

Araya may use this information to support safety planning, emergency response and reasonable adjustments.

4. Incident Records and Review

Emergency and first aid incidents will be recorded and reviewed to identify follow-up actions, parent communication, reporting obligations and improvements to future practice.