

Secondary School Emergency Management Programme 2004

Date	Description	Location
Monday 23 February 2004 8.45am – 3.00pm	Full day - training in rescue procedures <ul style="list-style-type: none"> ▪ Knots & lashings ▪ Stretcher loading, lashing and movements ▪ Improvised stretchers ▪ Lifts, drags & carries 	Hutt Recreation Grounds
Wednesday 31 March 2004 9am – 3pm	Full day - training in rescue procedures <ul style="list-style-type: none"> ▪ Knots & Ropes ▪ Stretchers ▪ Emergency Moves ▪ Tower Lowering ▪ Smoke Chamber 	Trentham Fire Stn
Wednesday 7 May 2003 8.45am – 3pm	Full day - assessment in rescue training <ul style="list-style-type: none"> ▪ Knots ▪ 4 pt horizontal lower ▪ stretcher loading methods ▪ improvised stretchers ▪ moving over debris ▪ 2 point vertical lower ▪ lifts, drags & carries ▪ blanketing and lashing a stretcher ▪ site control 	Hutt Recreation Ground
Thursday 27 May 2004 10.00am– 12noon	Presentation of certificates and awards by Mayor	Council Chambers

Notes for all training days

Team Size: Teams must have no more than 10 participants. No additional team members are to be invited along as observers as this gets to be too disruptive. Please respect this decision on behalf of teachers and tutors.

Tuition: Tuition will be provided by trained rescue personnel associated with Civil Defence in Hutt City, Upper Hutt, Wellington and the Fire Service.

Safety: It is the responsibility of each team to ensure that any task undertaken is within their capability and if not bring it to the attention of the module tutor. Any prior injuries should be brought to the attention of the instructors.

Clothing: Team uniforms or casual clothing suitable for rescue activities should be worn. Wet weather gear will also be required.

Please remind students to **wear appropriate clothing** to ensure their safety and comfort during the Programme -old and casual clothing with T-shirts/shirts that tuck-in to trousers/tracksuits as well as sturdy "closed shoes".

Appropriate dress should prevent rope burns and injuries associated with people being dragged about and lifted by clothing and strapped in with ropes and lowered. Lastly, tutors need to demonstrate positions with students and this can be awkward for both if a student's attire for rescue training is inappropriate.

Discipline While the team leader should be encouraged to keep team discipline high, this ultimately lies with the teacher. Therefore, please instruct students to remain focused and quiet during the training modules, especially while the tutor is speaking.

Tea breaks: Morning tea will be provided for students and teachers.

Lunch: Lunch will be provided for teachers and tutors. Students will need to bring their own lunch, as time will not be available to purchase it locally

Exercises: These are detailed in the attached timetables; additionally a plan of relevant chapters and pages referring to modules is attached. The General Rescue Manual can be found on the Hutt City Emergency Management website.

Timetable: A detailed schedule of times, schools and sessions will be distributed on the training day.

Learning Modules

Module	Chapter & Pages General Rescue Manual
1. Knots & Ropes	C4 pgs 12,13 C5 pg 5, 10, 11 C6 pg 6 - 10
2. Stretcher Lashings	C9 pgs 9-11
3. Improvised Stretchers	C10 pgs 6,7
4. Tower Lowering	C11 pg 3
5. 2 pt & 4 pt lowers	C11 pg 3 C11 pg 4
6. Stretcher Loading Methods	C9 pgs 6 – 8
7. Moving over debris	C9 pgs 17 – 20
8. Lifts Drags and Carries	C10 pgs 2 – 5
9. Blanketing & Lashing a stretcher	C9 pgs 5, 9 - 11
10. Site Control	Chapter 3