

Emergency and School Security **Quick Reference Guide**

Hazardous Material (HAZMAT)

What is HAZMAT?

Hazmat is a shortened term meaning "hazardous material." Hazardous material can be anything that can cause harm to living things. Some types of hazardous material include biological, chemical or physical items. They can pose a danger to individual health and to the environment. These items as stated by the Occupational Safety and Health Administration (OSHA) can be agents that contain carcinogens (cancer-causing substances), toxic agents, corrosives, explosive or flammable chemicals and unstable agents.

Preparedness

All Education Queensland schools are eligible to register for access to Chemwatch Gold FFX online version. Chemwatch provides Safety Database on all hazardous and non-hazardous materials with advice if exposed to HAZMAT. To register for access, click: <http://education.qld.gov.au/health/pdfs/chemwatch-registration-instructions.pdf>

Immediate action

Attend to injured person(s) if necessary:

- Identify the hazardous material(s) involved – chemical spillage, gaseous emission, building components
- Call for assistance – Contact appropriate emergency service by phoning triple zero (**000**)
- Inform the Principal and call together the site's Emergency Response Team to activate your Emergency Response Plan:
 - Call and co-ordinate support from Queensland Police, Queensland Fire and Emergency Services and Queensland Ambulance Service as needed
 - Follow the advice of Queensland Fire and Emergency Services as instructed

Ensure the safety of the rest of the group:

- Move people away from the immediate danger area as quickly as possible
- Where it is possible to do so safely, prevent further spread of hazardous materials by:
 - closing doors and windows
 - drawing curtains and sealing ventilators
 - turning off air conditioners
 - extinguishing naked flames (including pilot lights)
- Once evacuated and safe, call a roll to check that everyone who might have been exposed to the hazardous material is now in a safe area

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- Qualified first aiders apply basic first aid to people affected by hazardous material and refer serious cases to Queensland Ambulance Service – Refer to the Chemwatch **SDSs** for additional safety information.
- Do not return to the previously contaminated area until the “all clear” is given by the Queensland Fire & Emergency Service / Queensland Police

Follow up actions

- Report the incident to your Region Director
- Refer media to the Region Director
- For support on any of the above, please contact your Regional Office Infrastructure Advisor
- Notify Education Queensland International if an international student is involved

Recovery

Seek support from School Guidance Officers and Employee Advisors as appropriate:

- <http://education.qld.gov.au/health/contacts/contacts-ea.html>
- Review of processes, debriefing, and memorials (if necessary)
- Complete the relevant report available from <https://myhr-whs.deta.qld.gov.au/>

NB: School closures are posted on DoE website <http://closures.det.qld.gov.au/> Facebook and Twitter.

Additional Information

For further information contact the Emergency and School Security on (07) 303 46011

DoE Website <https://qed.qld.gov.au/>

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