

# The Dish of St John's Wahroonga



## EMERGENCY QUICK GUIDE

### Aggressive Behaviour

- Do not engage
- Step back and notify staff
- Staff will decide whether to call police
- If danger is immediate: call 000

### In an Emergency

1. Stay calm
2. Notify Dish staff immediately
3. Call **000** if needed
4. Assist clients to safety
5. Follow evacuation instructions

### Fire / Evacuation

- Stop serving immediately
- Move clients to exits calmly
- Meet at Assembly Point: \_\_\_\_\_
- Staff to check kitchen/bathrooms if safe

### Medical Emergency

- Call 000 if serious
- First aid kit located: Kitchen
- Do not leave person alone
- Staff to guide ambulance entry

### Incident Reporting

All incidents must be recorded using the Incident Report Form.