



Saint John of God  
Community Services clg.

## **Kerry Services Policy 04**

### **Power Failure Policy and Procedure**

Completed November 2025

THIS DOCUMENT OUTLINES ST JOHN OF GOD COMMUNITY SERVICES CLG.  
Kerry Services

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## Power Failure Policy and Procedure

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### Policy and Procedure

#### 1. Purpose

It is the policy of Saint John of God Kerry Services to ensure the safety of all our service users, staff and visitors and with this in mind the purpose of this Policy and Procedure is to provide clear direction in the event of major power failure, defined as the loss of mains and/or generator electricity for a period of time that will affect the living standards of our Service Users, on campus at Beaufort, within Community Day Services and Community Residential Services. This procedure should be read in conjunction with the locations Site Specific Emergency Plan.

#### 2. Scope of Policy and Procedure

This Policy and Procedure applies to all staff, students and volunteers in locations where a power failure occurs.

#### 3. Roles and Responsibility

3.1 The Regional Director of Kerry Services acknowledges the responsibility in ensuring adequate planning for a major power failure.

3.2 This responsibility is delegated to the Programme Managers to oversee and implement.

3.3 Saint John of God Kerry Services Health & Safety Co-ordinator will be requested to oversee the implementation and adherence to the plan.

3.4 All staff of Saint John of God Kerry Services are responsible to adhere to this Policy and Procedure.

3.5 Where applicable, all service locations must ensure that power failure risks are documented in their local risk registers. These should be reviewed annually or following any incident.

#### 4. Power Failure at Beaufort Campus

4.1 In the event of power failure the most senior person on site will assume responsibility and control of the situation and will be referred to as the Responsible Person for the purposes of this Policy and Procedure.

4.2 The Responsible Person will establish availability of support staff and assign responsibilities as appropriate e.g. a person to oversee welfare at the incident site, a person responsible to monitor logistics both on and off campus, a person to monitor any other relevant information etc.



4.2 The Responsible Person will make contact with or assign another staff member to make contact with Electricity Network (1850 372999) to advise them of the power failure and to gain information regarding estimated time of power restoration.

4.3 The staff member phoning Electricity Networks will advise the nature of service provision, in particular the vulnerability of the service users, and have the MPRN to hand (see Appendix A) so as the Electricity Network can readily identify the location.

4.4 The Responsible Person will advise, as appropriate, any other personnel who may be able to assist or support in the emergency.

4.5 A Command and Control Room will be established in the Conference Room to manage the emergency where the following items are stored in a suitcase marked 'Command and Control' which is retained in a press also marked 'Command and Control';

- ☒ Emergency Contact Numbers
- ☒ Emergency Policy and Procedures
- ☒ Plans of the Grounds
- ☒ Writing Pad and Pens

along with 2 trickle cell Torches left on charge as well as a telephone with outside line (DDI on this)

4.6 The Responsible Person, or their designee, will make contact with the Service's mobile generator contractor i.e. Ciarán Marshall, 087-2520888 to advise of the mains power failure and that the generator did not activate and request his presence on site.

## 5. Power Failure at Community Residential Locations

5.1 In the event of power failure the most senior person on site will assume responsibility and control of the situation and will be referred to as the Responsible Person for the purposes of this Policy and Procedure.

5.2 The Responsible Person will establish availability of support staff and assign responsibilities as appropriate e.g. a person to oversee welfare at the incident site, a person responsible to monitor logistics, a person to monitor any other relevant information etc.

5.3 The Responsible Person will make contact with or assign another staff member to make contact with Electricity Networks (1850 372999) to advise them of the power failure and to gain information regarding estimated time of power restoration.



5.4 The staff member phoning Electricity Networks will advise the nature of service provision, in particular the vulnerability of the service users, and have the MPRN to hand (see Appendix A) so as the Electricity Network can readily identify the location.

5.5 The Responsible Person will advise, as appropriate, any other personnel who may be able to assist or support in the emergency (see Appendix B, Emergency Contact Numbers).

5.6 The Responsible Person, or their designee, will make contact, where applicable, with the Service's mobile generator contractor i.e. Ciarán Marshall, 087-2520888 to advise of the mains power failure, the residences location and request his presence on site.

## 6. Power Failure at Day Service Locations

6.1 In the event of power failure the most senior person at the location will assume responsibility and control of the situation and will be referred to as the Responsible Person for the purposes of this Policy and Procedure.

6.2 The Responsible Person will establish the availability of support staff and assign responsibilities as appropriate e.g. a person to oversee welfare at the incident site, a person responsible to monitor logistics, a person to monitor any other relevant information etc.

6.3 The Responsible Person will make contact with or assign another staff member to make contact with Electricity Networks (1850 372999) to advise them of the power failure and to gain information regarding estimated time of power restoration.

6.4 For the following locations, the Responsible Person will contact their building management and receive direction from same.

6.4.1 Oilean Beo Castleisland Day Service An Riocht

6.4.2 Neidin Beo, Kenmare Day Service, Kenmare V.E.C.

6.4.3 Skills for Life, Institute of Technology Tralee.

6.4.4 Killorglin Group, St Michael's Church Iveragh Road Killorglin

6.5 The staff member phoning Electricity Networks will advise the nature of service provision, in particular the vulnerability of the service users, and have the MPRN to hand (see Appendix A) so as the Electricity Network can readily identify the location.

6.6 The Responsible Person will advise, as appropriate, any other personnel who may be able to assist or support in the emergency

6.7 The Responsible Person, or their designee, will make contact, where applicable, with the Service's mobile generator contractor i.e. Ciarán Marshall, 087-



2520888 to advise of the mains power failure, the residences location and request his presence on site.

7. Stand down

7.1 As soon as is practicably possible when power is restored priority will be given to reassuring service users affected by power outage.

7.2 Any staff affected by the power outage can be offered the services of the Staff Support Programme.

7.3 Within three working days of the power failure the Responsible Person will convene a meeting with appropriate personnel to discuss the event and explore potential learning if warranted.



## Appendix A

### Saint John of God Kerry Services Service Location MPRN

Location Address MPRN

#### Residential

14 Woodbrooke Lawn Tralee 10 007 992 638  
3 The Arches, Killorglin. Co. Kerry 10 301 620 436  
3 Woodbrooke Manor Tralee 10 007 992 439  
34 Forge Park, Oakpark Tralee 10 008 047 094  
4 Forge Park, Oakpark Tralee 10 008 047 432  
4 Woodbrooke Manor Tralee 10 007 992 440  
Ábhaile. 41 Ashfield, Greenville Rd. Listowel 10 007 676 043  
Apt 14 Woodbrooke Lawn Tralee 10 007 992 729  
14 Woodbrooke Lawn Tralee 10 007 992 638  
Apt 18 Brook Lodge House, Oakview Village, Tralee 10 300 861 879  
Farmhouse Out Buildings, Beaufort, Co. Kerry 10 008 236 520  
Five Furlongs, Racecourse Rd. Tralee 10 008 028 547  
St. Mary of the Angels. Beaufort 10 000 050 352  
Baile An Tooreen, Killorglin 10 301 796 006  
Teach Eoin, Ballyard, Tralee 10 020 455 406  
Tullig Killorglin HSE House 10 008 311 466

#### Day Services

14 Ashe St. Tralee 10 008 009 431  
34 Market St., Listowel 10 007 677 246  
Monavalley, Tralee 10 000 053 990  
Oak Tree Lodge, St Mary of the Angels. Beaufort 10 008 237 818  
Office Centre Point, Park Rd. Killarney 10 304 908 905  
Saidhbhin Care, Reenrusheen, Cahirciveen 10 008 378 087  
Block A. Dominick St., Tralee 10 302 947 363  
Tobair Eoin Spa Rd. Dingle 10 007 907 466  
57 Ashfield Listowel Day Service 10 300 396 434  
Saoirse Group Rear of St. Patricks Building William Street Upper  
Listowel Co. Kerry 10 007 672 263

FarmHouse On SMOA Campus 10 300 228 972  
St. Patrick Day Programme Boherbee, Tralee 10 008 002 466



