

September 2024

Safety Drill Information

(Fire, Lockdown and Hold and Secure)

We have a number of safety drills throughout the year: Fire Drills, Lockdown Drills and Hold and Secure Drills. While it is unlikely we would need to actually do such exercises, it is important to practice. We are sharing this information with you as **we will be holding a Lockdown drill during the week of September 16-20, 2024 and a Hold and Secure Drill during the week of September 23-27, 2022.**

Please be assured that staff at our school will spend time discussing the importance of this procedure with students prior to running a drill. We will also take time after the drill to thank and remind them that it was only a practice.

- Lockdown: During a lockdown drill, classroom doors are secured, and the students remain inside the room until instructed by the teacher to resume their activities. Students are kept inside the classrooms when circumstances make it safer to stay in the classroom rather than evacuate. Just as we prepare our students to properly respond to a fire drill, they also need to be aware of the proper response during a lockdown drill. These drills should be treated with the same level of importance as fire drills.
- Hold and Secure: This drill is held at least once per school year. It can be held due to an incident outdoors (presence of an animal) or indoors. Students and staff/visitors may be restricted to remain in class, or we may be able to move around within the building (no one enters or leaves the building).
- Fire Drills: We have at least six fire drills per school year. We will have three this fall and will have at least three more in the spring.
- If you try to gain access to the building during one of these drills, you will need to return to wait until the drill is completed. We are unable to answer the doorbell during the drills.
- If you are in the building during one of these drills, please go to the nearest classroom or exit the building, as necessary, and follow instructions of staff.

Please take the time to speak with your child about this procedure and reinforce its importance. We practice these drills to ensure our school remains a safe place for teaching and learning.

Please contact me if you have any questions regarding our drills.

Regards,
Ms. Gourlay