

NOTRE DAME SCHOOL

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January 12, 2021 Dear Parents/Guardians,

We are continuing to update and practice our emergency procedures at Notre Dame School in keeping all students and staff safe. In order to do this, Notre Dame's school staff are required by the Ministry of Education to practice various emergency drills throughout the school year. These drill practices include a fire drill, earthquake drill and lockdown drill.

We have already completed three fire drill evacuations and a lockdown practice.

This coming week teachers will be reviewing and practicing with the students what to do in the case of an earthquake: DROP, COVER AND HOLD. On Friday, January 15th we will be holding a school wide DROP, Cover and Hold drill.

We do ask that you review and discuss with your children that we will be having a drill practice. Please remind your child(ren) that they, the students, are safe during these emergency practices and that we practice for all our safety.

Please see the attached handout explaining how the emergency procedure occurs.

If you have any questions, please do not hesitate to email or call the school to talk with me.

Happy New Year to you all.

God Bless, Your Partner in Education, Colleen Richard Principal, Notre Dame School