

CHATEAUGUAY VALLEY REGIONAL HIGH SCHOOL

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November 14, 2018

To Parents/Guardians of students attending Chateauguay Valley Regional High School

Subject: Lockdown Training for Safe Schools

Dear Parent/Guardian:

Police and firefighters have been collaborating with all schools on safety issues for many years now. Annual fire drills or emergency lockdown exercises all have a common objective: to ensure the safety of everyone present in the school. The New Frontiers School Board, and the schools under its jurisdiction, share that objective and fully subscribe to the *Sûreté du Québec* (SQ) Response Plan for Safe Educational Establishments (RPSE). Under this plan, every effort is made to keep personnel and students aware and informed with a view to optimizing police intervention in the event of an emergency involving an armed individual at a school.

The basic goal of lockdown training is to ensure that all building occupants understand what to do when a lockdown is announced. **Students and staff are instructed to follow these steps:**

- 1. Go to, or stay in, a safe location.**
- 2. Lock the classroom door (prevent entry to rooms).**
- 3. Turn off lights.**
- 4. Stay out of sight.**
- 5. Remain calm and quiet.**
- 6. Do not use any form of communication during the lockdown.**
- 7. Remain in lockdown until the Police Department has secured the building and has come to each room to release the occupants.**

The New Frontiers School Board requires that each of its buildings holds at least one lockdown practice per school year. The date is selected in advance and in collaboration with local police forces. This also allows teachers the opportunity to discuss the subject in advance with the students.

Our school's lockdown drill will take place in the week of November 19, 2018.

Your child may talk to you about the lockdown exercise or may have questions about it. We encourage you to talk about it with your child and to mention that it is important to follow directives during the exercise so that it takes place in a climate of trust and calm. You may also remind them that this is a “**practice**” and not a real emergency.

We recognize that the notion of being in “**lockdown**” may be unnerving to some. However, we feel that it is of the utmost importance that everyone be properly trained and prepared in the event of a real emergency. If you have questions or concerns, please do not hesitate to contact us.

Sincerely,

Anick Leclerc
Senior School Vice-Principal

