



**ÉCOLE LEILA
NORTH SCHOOL**
SEVEN OAKS SCHOOL DIVISION



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SCHOOL DIVISION
community begins here

20 Promenade Allan Blye Drive

Winnipeg, Manitoba R2P 2S5

Phone: 694-8071 Fax: 694-8180

PRINCIPAL/DIRECTRICE :

Melissa Delaronde

VICE-PRINCIPAL/ DIRECTRICE ADJOINTE:

Crystal Hanson

Dear Parents and Guardians,

Staff, students and visitors in Manitoba schools have the right to learn, work and be present in a safe and secure environment. In order to maintain a safe environment, we practice our emergency and crisis response plans by having lock down drills throughout the school year.

One of the procedures we will be practicing is a **lockdown drill**. A lockdown is a response to a critical incident in or around a school. During a lockdown drill, classroom doors are locked and students and teachers remain inside the room with the lights off, away from doors and windows and as quiet as possible. Doors are unlocked only when an announcement is made by the Principal or Vice-Principal to do so.

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. Please be assured that staff at our school will spend time discussing the procedures of a lockdown with students prior to running a drill. We will also take time after the lockdown drill to remind children that it was only a practice and that there was no danger.

Please talk with your children about the drill. Our goal, while practicing important safety procedures, is to be sure all children feel safe and are not scared by the practice emergency. If you have any questions, please do not hesitate to contact us at (204) 694-8061.

Sincerely,

Melissa Delaronde
Principal

Crystal Hanson
Vice-Principal
