

This message is to communicate our school emergency procedures and inform you about our upcoming safety drills. As always, if you have any questions, please reach out to Ms. Thompson (cthompson@hrce.ca).

SUNNYSIDE ELEMENTARY: EMERGENCY PROCEDURES

Safety Procedures and Drills

To ensure that students and staff know what to do in case of an emergency, Sunnyside Elementary School practices safety procedures throughout the year. We practice these drills regularly to ensure our school remains a safe place for teaching and learning.

Fire Drills

HRCE schools are required to hold a minimum of six fire drills per school year. Our first drill was yesterday, September 9th. We will have two more this fall and three in the spring. If it is determined that it is unsafe to re-enter the building, or that re-entry will be postponed for longer than students and staff can reasonably wait outside, relocation to a pre-determine site is considered.

Hold and Secure Drills

This drill is held once per school year. A Hold and Secure is called when there's a safety concern outside a school (police activity nearby, an animal of concern). It can also be called when a situation needs to be managed inside a school (a medical emergency or a matter that requires privacy) and it's best to limit students' movement in the building. Exterior doors are locked, and no one is allowed to enter or exit the school. Students remain in the building, but regular classroom activities continue. In some cases, movement from class to class can be suspended until the matter is resolved.

Our Hold and Secure drill will be the week of September 22nd- September 25th.

Lockdown Drills

Lockdown drills are practiced twice per school year. A Lockdown is called when there is an immediate threat inside a school, or very close to a school. During a lockdown, no one enters or exits the building, and all students and staff are concealed in a secure location, away from doors and windows. This is called position for safety.

Staff will discuss the importance of this procedure with students prior to running a drill. We'll also take time after the drill to remind students that it was only a practice and there was no danger. When possible, our police partners join us for Lockdown drills.

Our Lockdown drills will be during the week of September 15th- September 19th and February 9th- February 13th.

You can learn more about Hold and Secure and Lockdown Procedures in HRCE schools [here](#).