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Duncan MacMillan High School

Striving for Excellence

Ms. R. Reynolds
Principal

Mr. M. McWatters
Vice Principal

Ms. T. Walsh
Guidance
Counsellor/Registrar

February 2, 2017

Dear Parents and Guardians,

The safety and security of our students and staff are a top priority for Duncan MacMillan High School and the Halifax Regional School Board. We have been implementing a number of measures as part of a comprehensive plan aimed at ensuring our school remains a safe place for our students to learn.

Two of the procedures our school will be employing is a Hold & Secure and a Lockdown drill. During a Hold & Secure, classroom doors are secured and instruction continues. During a Lockdown Drill, classroom doors are secured, instruction ceases and the students and staff remain out of sight inside the classroom until instructed by the school administration to resume their activities. All exterior doors are locked and no one is permitted to enter or leave the building.

Students are isolated within the school 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 both a Hold & Secure and a Lockdown drill. These drills should be treated with the same level of importance as fire drills.

Please be assured that staff at our school, during the start of our second semester, will spend time discussing the importance of this procedure with students prior to running the drills. We will also take time after each drill to remind them that it was only a practice and there was no danger.

Please take the time to speak with your son/daughter 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 about lockdown/isolation drills.

Thank you for your attention to this matter.

Regards,



Ms. R. Reynolds
Principal