



Halifax West High School  
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Dear Parents and Guardians,

The safety and security of our students and staff is a top priority for Halifax West High School and the Halifax Regional Centre for Education. We continue to implement a number of measures as part of a comprehensive plan aimed at ensuring our school remains a safe place for our students to learn.

One of the procedures our school will be practicing is a lockdown drill. During a lockdown drill, classroom doors are secured and the students remain inside the room until instructed by the teacher to resume their activities. All exterior doors are locked and no one is permitted to enter or leave the building.

Students are kept inside the school and classrooms 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 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 will spend time discussing the importance of this procedure with students prior to running a drill. We will also take time after the drill to remind them that it was only a practice and there was no danger. When possible, our School Liaison Officer may assist us in conducting the lockdown drills just as the Fire Department assists with evacuation drills.

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 drills.

Thank you for your attention to this matter.

Regards,

Greg MacKinnon  
Principal