



Hay Lakes School

Principal: Mr. William Klassen
Assistant Principal: Ms. Karla Koleba
Box 249, Hay Lakes, AB T0B 1W0
Phone: (780) 878-3368



September 20, 2021

Dear Parents,

Battle River School Division has an emphasis on safe and caring schools. Part of providing a safe learning environment is helping students and staff be prepared for an emergency.

Our school holds six fire drills each year and we will also be holding two lockdown drills – one in October and another in the spring. This year, the fall lockdown drill will be held during the month of October. You will receive notice prior to this lockdown drill.

A lockdown is when all the students and staff are tucked into their classrooms (or another safe, lockable area of the school) to avoid an intruder inside the building. This is not a situation we expect our schools to encounter but, just like a fire drill, practicing will help us all be better prepared if such an incident does occur.

When we hold our lockdown drill, discussions will also take place with students in a calm, sensitive, age-appropriate way, so as not to generate anxiety or fear. If you'd like to speak to your children ahead of time, to provide additional reassurance that they are safe at school and drills are what we do so we are prepared 'just in case', we would welcome your support.

Due to our current COVID protocols, our lockdown drill will be held on a class by class basis. If you have any concerns or questions, please contact either William Klassen at wklassen@brsd.ab.ca or Karla Koleba at kkoleba@brsd.ca.

Thank you for your cooperation.

Sincerely,

William Klassen and Karla Koleba