



South Huron District High School

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**Jana Bayer-Smith,
Principal**

**Edward Havenga,
Vice-Principal**

September 18, 2017

Attention Mr. Dan Best- CAO South Huron, South Huron Council

Re: South Huron Community Centre use in case of emergency

Dear Mr. Best/South Huron Council:

We are writing this letter to gain permission to use the South Huron Community Centre in case of a bomb threat or emergency situation at the school. As part of our school safety plan we are required to provide an area where students could go in case of an emergency. Due to the location and size, the community centre/arena would be the most suitable location. We are required by the OPP and the Avon Maitland District School Board to obtain permission to be able to access this facility in the case of an emergency.

We are hopeful that this will never happen and appreciate the continued cooperation and use of the facilities in South Huron. Thank you for taking the time to discuss our request.

If you do approve our request, please provide us with a name and phone number of someone we can contact in case of an emergency relocation request.

Sincerely,

Jana Bayer-Smith
Principal

Ed Havenga
Vice Principal