



Ottawa Catholic School Board
Office of the Director of Education
570 West Hunt Club Road
Nepean, Ontario K2G 3R4
Phone: 613-224-4455 Ext. 2272
Fax: 613-228-4158
ocsb.ca

October 22, 2014

Dear Parent/Guardian:

This morning, following information received from Ottawa Police Service regarding an incident in the downtown area, all Ottawa Catholic schools were placed in Secure Schools mode.

Secure Schools mode means students remained in classrooms with doors locked. However, normal instruction continued in all classes.

When an update was received from Ottawa Police Service later in the morning, all schools were released from Secure Schools mode with the exception of schools near the perimeter of the incident (mainly schools in the Immaculata family).

In consultation with Ottawa Police Service, it was determined that a regular dismissal of students would occur at the end of the day for all schools. Please note that special arrangements were made with our bus operator to notify all schools once the bus runs had been completed. In addition, schools were notified that some parents themselves were in lockdown, and to take the necessary precautions to ensure all students arrived home safely.

Staff and students in all of our schools practice Secure Schools procedures each year and we are confident that these procedures were effectively followed today.

Should you require any further information, please contact the school.

It's been a difficult day for the entire city of Ottawa, and we certainly appreciate everyone's cooperation in dealing with this emergency. We would ask that you keep the victims and their families in your prayers and we will be doing likewise.

Sincerely,

Julian Hanlon
Director of Education

JH:sd