



COMMONWEALTH SECONDARY SCHOOL
Nurturing Champions of Today and Leaders of Tomorrow

5 February 2018

Ref: Parents Comm/Safety

Dear Parents/Guardians

School Emergency Simulation Exercise on Wednesday 14 February 2018

1. We wish to inform you that our School will be conducting an emergency exercise on Wednesday, 14 February 2018, between 1 pm and 3 pm. This emergency exercise aims to train both staff and students to be prepared for an emergency in the school premises and to be familiar with safety and evacuation procedures.
2. On the day of the exercise, as part of the simulation, our students will evacuate to Ayer Rajah Community Centre (150 Pandan Gardens, Singapore 609335), one of our External Holding Areas (EHA). We seek your understanding that no parents should enter the School or the ARCC during the period of the exercise.
3. We would appreciate it if you could take time to reinforce the importance of safety with your child/ward not only in the context of the School and Home but also in the context of the Nation that every Singaporean should be vigilant and be prepared for any emergency. All students will be dismissed at 3 pm on that day except for Sec 4 students who are attending the afternoon programme.
4. If you need further clarifications, please contact Mrs Lena Chua, our Vice-Principal (Administration) at 6560-6866 ext 107.

Thank you

Yours sincerely,

Mr Ng Boon Kiat
Principal