



COMMONWEALTH SECONDARY SCHOOL
Nurturing Champions of Today and Leaders of Tomorrow

Our Ref: Parents Comm

March 2019

To: Parents / Guardians

School Emergency Simulation Exercise on Tuesday 12 March 2019

1. We wish to inform you that our School will be conducting an emergency evacuation exercise on Tuesday, 12 March 2019. 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). Lower Secondary students are to leave their bags in the classrooms and have their lunch from 1.20 pm to 2 pm in the school. This is to simulate a security incident during the lunch period. This simulation exercise is to prepare our students' readiness to respond to security incidents. We seek your understanding that no parents should enter the School or the ARCC during the period of the exercise (1 pm to 4.15 pm).
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 CCA sessions are cancelled for the day. Students will be dismissed at 4.15 pm.

If you need further clarifications, please contact Mrs Lena Chua, our Vice-Principal (Administration) at 6560-6866 ext 107.

Yours sincerely,

Mr Ng Boon Kiat
Principal