

Terminology is important when a situation impacts the safety of students and staff.

Schools, police and media outlets use **four specific terms** during such events.

The term **LOCKDOWN** must be used appropriately and leave no misunderstanding as to what is expected.



LOCKDOWN

Potentially **serious violent situation** at the school that would **endanger the lives of staff and students**. Usually police initiated.



Hold and Secure

Safety situation in the **neighbourhood** not related to the school.



Shelter in Place

Potential **environmental** or **weather-related hazard** outside the school.



BOMB THREAT

Report or discovery of an **explosive device**.

Communication to Parent/Guardian in Secure School Situations

HWDSB will post safety updates on its website www.hwdsb.on.ca and Twitter @HWDSB.

Synrevoice messages will be sent to the parent/guardian's contact phone number provided to the school.

Corporate Communications will be in contact with local media outlets. Monitor broadcast outlets like CHCH TV – Channel 11, 102.9 K-Lite FM , Y108 FM , CHML 900 AM, Wave 94.7, CKPC 1380 AM as well as print outlets CBC Hamilton, Hamilton Spectator and Hamilton Community News.

During such events, cellphone use between parent and student is restricted.

Phone lines must be free for emergency services.