



FAIR NOTICE LETTER

August 25, 2014

Dear Parents:

We wish to take this opportunity to inform you of Holy Spirit Catholic Schools' Administrative Procedure regarding our response to high-risk behaviours. In order to enhance a sense of safety and security for all students and staff in our schools, Holy Spirit Catholic Schools has adopted a practice of zero tolerance when responding to high-risk behaviours. High-risk behaviours include, but are not limited to, possession of weapons, bomb threats and threats to kill or injure others. Should any student engage in behaviour which threatens or appears to threaten the safety of others, our protocol for dealing with high-risk behaviours will be activated.

This letter complies with procedure 2 of *Administrative Procedure 322: Violence Threat / Risk Assessment (V-TRA) Protocol*, which states that parents/guardians will be provided with "fair notice" that each threat will be taken seriously. Should you wish to further review this Administrative Procedure, please visit our website at www.holyspirit.ab.ca

If you require further information, please contact Mr. Ken Sampson, Director of Student Services, at the St. Basil Catholic Education Centre. We appreciate your support in ensuring our schools are safe environments for our students, staff and community partners.

Sincerely,

Christopher Smeaton
Superintendent of Schools

Holy Spirit Catholic Schools...
Christ-centered learning
communities where students are cherished and achieve their potential.

St. Basil Education Centre

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*All
God's
Children*

*Excellence
in
Learning*

Sacramentality

*Our
Collaborative
Community*

Ministry

Stewardship

