



May 21, 2014

Me France Goyette  
Director of Secretariat and Legal Services  
Lester B. Pearson School Board  
1925 Brookdale Avenue  
Dorval, QC  
H9P 2Y7

Subject: Consultation Response: "Emergency Preparedness Policy"

Dear Me. Goyette,

In regard to this proposed Policy, the Special Needs Advisory Committee would like to make the following comment:

SNAC sent a letter on February 3, 2014 to the Subcommittee that was working on this policy development in order to provide a specific suggestion regarding the "Procedures" document that is referenced in this policy. No response was received to this letter, and the "Procedures" document was not included with the Consultation documentation, so we have no means to know whether our recommendations were taken.

We are resending a copy of the letter for your review and consideration – please see attached.

Thank-you for the opportunity to participate in this consultation.

Respectfully,

Sandra Buckingham  
Chairperson, Special Needs Advisory Committee, LBPSB 2013-2014

CC: Special Needs Advisory Committee, LBPSB  
Central Parents' Committee, LBPSB



February 3, 2014

Mr. Doug Flook, Commissioner; Chairman of the Emergency Preparedness Subcommittee  
Lester B. Pearson School Board  
1925 Brookdale Avenue  
Dorval, QC  
H9P 2Y7

***Subject: Suggestions regarding the update of the LBPSB Emergency Preparedness Policy***

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Dear Mr. Flook:

On behalf of the Special Needs Advisory Committee (*hereinafter*, SNAC) of the Lester B. Pearson School Board (*hereinafter*, LBPSB), we would like to make the following suggestion regarding the update of the LBPSB Emergency Preparedness Policy, for the consideration of your Subcommittee.

We would like to bring to your attention a recent incident that occurred at a LBPSB elementary school, wherein a non-verbal student with Special Needs went missing for a period of time after exiting the school via an emergency door without a functioning alarm. As a result of this incident, SNAC discussed the topic of flight risks and wandering, and how our schools may improve preventative and security measures for the benefit of all students.

SNAC subsequently learned that a subcommittee has been established to review the school board's "Emergency Preparedness Policy". SNAC would like to recommend that this policy be changed such that the standard fire-drill policy followed in all LBPSB schools includes verification of alarm doors. Alarms on exit doors should be verified to be set and functioning at all times, so that staff will be alerted if a student attempts to exit during school hours.

Thank you in advance for your consideration of this request.

Respectfully submitted,

*Sandra Buckingham*

Chairperson, Special Needs Advisory Committee 2013-2014  
[snac@lbpearson.qc.ca](mailto:snac@lbpearson.qc.ca)

CC: Special Needs Advisory Committee, Lester B. Pearson School Board  
Central Parents' Committee, Lester B. Pearson School Board  
C. Heffernan, S. Balleine, Assistant Directors General, Lester B. Pearson School Board