



(founded in 1957)
School of the De La Salle Brothers

ST. STEPHEN'S SCHOOL

20 SIGLAP VIEW SINGAPORE 455789

TEL : 6241 9513

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Ref: 50/2018

15th August 2018

Dear Residents

ST STEPHEN'S SCHOOL EMERGENCY EXERCISE

1. We wish to inform you that our School will be conducting an emergency exercise on **Wednesday, 29 August 2018 between 9am to 12pm**. This emergency exercise aims to train the staff and students to be prepared for any emergency in the school premises and to be familiar with the safety and evacuation procedures.
2. This exercise is a collaborative effort between the School, the Ministry of Education's Security and Emergency Planning Office (SEMPO) and the Singapore Police Force (SPF). Please do not be alarmed when you see ambulances and police cars entering the school premises and the Church of Our Lady Of Perpetual Succour, 31 Siglap Hill.
3. If you need further clarifications, please contact the School Administration Manager **Mr Tan Yong Seng at 62419513**
4. We seek your cooperation and understanding.
5. Thank You

Yours sincerely,


Mr Thomas Koh
Principal