July 7, 2015

Dear Parents and Guardians:

Greetings of Peace!

For the last few years, the frequency and intensity of natural disasters have gone up. Knowing that these natural calamities are generally unpredictable, we need to make the necessary preparations.

St. Stephen’s High School recognizes the importance of responding readily to such eventuality of disasters. For the past school years, the school organizes seminars on disaster awareness as well as conducts fire, earthquake, and tsunami drills to ensure that students are properly informed and take action accordingly in case of emergencies.

To strengthen our preparedness, the school will be requiring each student the following:

- a grab bag that contains adhesive bandage (band-aid), medical mask, and standard-sized bandana (22x 22 inches) or triangular bandage (to be placed inside their school bags);
- slender cylindrical-shaped whistle (without small metal ball inside) and small flashlight, both to be attached to their ID strap; and
- perishable items such as an energy bar and 350ml bottled water (expiry date should not be earlier than April 2016) to be placed inside a small plastic bag and labeled with the student’s English and Chinese names as well as English and Chinese sections.

Please ensure your child have the above-mentioned items the soonest possible time. However, the small plastic bag for the perishable items should be endorsed to the school through the English Homeroom Adviser not later than July 20, 2015 (Monday).

For students belonging to different grade levels in their English and Chinese classes, they are advised to prepare two sets of small bag for perishable items.

A complete set/kit will soon be available at the school’s Supply Room and Library, for those who want to purchase.

Thank you for your continuous support and cooperation. May God’s peace dwell in our hearts always.

Respectfully yours,

Judy G. Tan, Ph. D.
School Principal

REPLY SLIP

[ ] I have read the letter dated July 7, 2015 regarding Disaster Preparedness and will avail of the complete set/kit from the school’s supply room/library.

[ ] I have read the letter dated July 7, 2015 regarding Disaster Preparedness and will prepare and complete my child bag/kit on our own.

Name of Student

Grade & Section

Parent’s Signature over Printed Name

Parent’s Contact Number/s