



7640 Anaka Drive, Mississauga, Ontario, L4T 3H7  
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**June 11, 2019**

Dear Students/Parents/Guardians/Staff

The Dufferin-Peel Catholic District School Board strives to create a safe, caring, healthy and inclusive environment to all of its schools, including **Ascension of Our Lord Secondary School**.

In order to maintain a safe and secure learning and working environment for students, staff and community members, it is necessary to periodically undertake construction and renovation work at our schools. The following work has been identified for our school under an improvement program.

**Proposed Work:**

- 1) Interior and exterior LED lighting retrofitting.**

**Design, Scope of Work plans and Tender Documents are in progress. Work is expected to commence immediately upon delivery of fixtures and expected to be completed by December, 2019. Please note that the field work will be carried out after regular school hours and/or on weekends.**

We do not anticipate any significant impact on regular school operations.

It is the policy of the Board that during the renovation period, Board staff will ensure that all staff and contractors adhere to provincial regulations, including Ministry of Labour Health and Safety regulations, as well as the Board's General Administrative Procedures and Health and Safety Manual.

It is my practice to keep students, parents, guardians and staff informed of activities that relate to or impact on our school. If you have any questions regarding the construction project, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "K. Richards".

**School Principal**

cc: School Council Chair  
Thomas Thomas - Area Trustee  
Tammy-Lynne Peel - Superintendent of BECDM Family of Schools  
Superintendent of Planning & Operations