**Example of guidance provided by a Director of Education to colleagues**

4th June, 2017

Colleagues

This is the time for school trips – both at home and abroad.

Clearly, given recent distressing events in Manchester and last night in London, any trips, particularly to London need to be carefully considered.

One secondary school has cancelled their trip to London which was to be leaving very early tomorrow morning. This is the right decision given the tension which will be in the capital this week.

We had to take similar decisions at the time of the Paris attacks. However, the situation settled and trips then resumed when the security level lowered and life returned to normal.

Therefore, if you have trips going to London this week, I would ask that you review arrangements and consider postponing. If the trip is going later in the month then you should liaise with your travel company and consider whether the decision should be taken now or whether it can be delayed until closer to the time. I am happy to discuss the position if that was thought helpful.

You should be mindful that there may be financial consequences to the decision. However, our children’s safety takes priority over all financial decisions.

Yours

Maureen

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