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Head Teacher: Anne Ansell – BEd (Hons), NPQH  
Deputy Head Teachers: Claire Head NPQH & Simon Anderson  
School Business Manager: Lindsay Harris  
Chair of Governor: Fiona Butlin

Monday, 16 March 2020

Dear Parents / Carers,

Following a senior leadership meeting this morning, we have made the decision to postpone all forthcoming trips, this includes;

**Year 1 Shepreth Park 20<sup>th</sup> March 2020 – Postponed**  
**Year R West Lodge Farm 27<sup>th</sup> March 2020 – Postponed**  
**Year 4 Woburn Safari Park – 2<sup>nd</sup> April 2020 – Postponed**  
**Year 2 London Zoo – 3<sup>rd</sup> April 2020 – Postponed**  
**Year 3 ROCK UK residential – 26-27<sup>th</sup> March 2020 – Postponed**

We took many aspects into consideration including the guidelines from the Department of Education regarding residential visits within the UK, which are as follows:

*"The Department of Education is not currently advising against domestic trips (residential and non-residential) for children under 18 organised by educational settings. However, educational settings should refresh their risk assessments to take into account the latest health advice and ensure measures are in place and agreed with parents in case children and adult supervisors believe they have been exposed to COVID-19 and exhibit symptoms that require self-isolation."*

This would mean that staff would have to manage isolation of children should they develop a high temperature or persistent cough whilst on the trip. We did not want to take the risk with our children or staff health.

As we are unable to receive refunds for services at short notice, all providers have accommodated our request to postpone, this means that as we have already paid for the trips and transport, then when the trips are rearranged there will be no further costs. We will endeavor to set new dates for these trips later on in this academic year.

This is not a decision that we have taken lightly, but feel that this is the responsible course of action at this time, in line with other organisations who are postponing events due to public health concerns over the coronavirus.

Thank you for your continued support

Yours sincerely

Anne Ansell  
Head teacher