

# Anglo European School

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Dear Parents

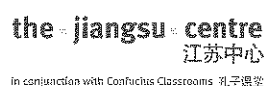
There are occasions when trains are delayed or cancelled. We appreciate the challenges that students face in using public transport such as trains and hope the following guidance is helpful.

1. Our experience suggests that such delays are rarely longer than one hour.
2. Students, supported by their parents, are expected to attend school even if they are late and to make alternative arrangements where possible.
3. Lateness caused by train delays will be authorised although students should be aware that we do check train timetables to ensure this is the case!
4. We would ask parents to have contingency plans in place to ensure their child can get to school should trains be delayed.
5. If a whole day of school is missed due to a cancelled train this will not be authorised save in exceptional circumstances. Such circumstances must be outlined in writing to the Headteachers.
6. In some circumstances it may be appropriate for students to catch earlier trains in order to allow for possible cancellations.
7. Passengers should sit quietly and await announcements. If appropriate senior students or Train Ambassadors should, politely, approach the station authorities and ask for announcements to be made. This often happens but sometimes doesn't.
8. In such circumstances the advice we would expect to be given would be for students to sit quietly and wait for the next train. They will be expected to attend school.
9. British Transport Police and other station officials will reserve the right to ask students who may not be behaving appropriately to leave the station. In such circumstances they will take a note of names and report them to the school.
10. Train Ambassadors should reassure students, remind them that they are expected to attend school, encourage other students to sit quietly and patiently

Yours sincerely

Jill Martin  
Headteacher

David Barrs  
Headteacher



in conjunction with Confucius Classrooms 孔子课堂

