

**To: Principals of all Schools  
Chairpersons of all Boards of Governors**

14 October 2009

Dear Principal/Chairperson

**PANDEMIC CONTINGENCY PLAN - TRANSPORT SERVICES**

As you are aware, the Board is required to have Contingency Plans in place in the event of young people and staff developing flu like symptoms.

Updates from the Department of Health, Social Services and Public Safety (DHSSPS) indicate that the number of GP consultations for flu-like illnesses has again risen over the past week. The ongoing increase in Swine Flu activity suggests that we are in the second wave.

Parents, Guardians and Carers are being asked for their continued support and cooperation in adhering to the advice and guidelines issued by the Department of Education (DE). **Parents, Guardians and Carers have a responsibility to ensure that children are accompanied as necessary by a responsible adult to and from the bus stop. It is also essential they ensure their children know what to do if the bus is late or does not arrive. Therefore it is important that your emergency contact details for Parents, Guardians and Carers are kept up to date.**

Although Transport Services continue to cope well an unprecedented increase in the level of absenteeism due to the spread of Swine Flu may severely affect the Board's ability to sustain continuity of transport. This could result in services being delayed or cancelled with minimum notice. The Board has, as part of its contingency plan, a media strategy in place in the event of the non-operation of transport services at short notice. However, the Board will make every effort to maintain normal transport provision to and from schools.

I should be grateful if you would communicate this information to Parents, Guardians and Carers.

Yours sincerely



David Spence  
Chief Transport Officer