



National
Guidance
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Terrorism

The current global situation means that the possibility of being close to, or caught up in, a terrorist attack is a risk we all face. Like all risks this needs to be kept in perspective and managed in a thoughtful and proportionate way. To provide some perspective: the UK government identifies five levels of threat from 'low' to 'critical'. Since 2006, when this level was first published, it has never been below 'substantial' – the middle level.

The understandable anxiety of parents, staff, children and young people is particularly heightened following an incident. It is important to decide about each visit on its merit. The following guidance explains how you can be vigilant and reduce your vulnerability while carrying on as normally as possible.

When planning any visit you should consider the likelihood of the destination, venues or transport being subject to a terrorist attack.

It is sensible to:

- Be aware of the latest news relating to your destination;
- Know the current threat level in the UK - available at www.gov.uk/terrorism-national-emergency;
- When travelling overseas, check the UK government's foreign travel advice in the early stages of visit planning, at regular intervals and immediately prior to leaving - available at www.gov.uk/foreign-travel-advice;
- Consider the threat of terrorism as part of visit risk management and include it within visit emergency plans;
- Be aware of the guidance on recognising the terrorist threat published by the National Counter Terrorism Security Office (NCTSO) - available at www.gov.uk/government/publications/recognising-the-terrorist-threat/recognising-the-terrorist-threat.

If any of these links do not work, copy them into your browser.

When visiting crowded places such as a major city, venue or event, where the risk of attack may be greater, consider within your planning:

- Possible safe areas or venues, near where you intend to be, that you could use as an emergency shelter;
- How to minimise waiting time at busy venues, and where to wait and gather for head counts and briefings;
- How to minimise queuing times (such as not carrying unnecessary items) to speed up search and entry;
- Ensuring that staff phones are charged and numbers shared;
- Ensuring that all leaders have all group information;
- Spacing leaders apart from each other;
- Providing a contact card for each participant giving a number to call if separated from the group, and the name and telephone number of the establishment;
- How you would get away in an emergency, bearing in mind that the direct route and planned transport might no longer be an option (awareness of alternatives and access to emergency funds to pay for them);
- Whether it would be better not to leave the site immediately with the crowd at the end of an event;
- The possibility of an enforced overnight stay and what this might entail (for example reserves of any critical medication, funds);
- How you might manage an enforced group split.

During the visit:

- Be vigilant and aware of your surroundings – know where the exits are and where you would run to;
- Be aware of the possibility of suspicious items - refer to the 4Cs protocol in section 5 of the NCTSO guidance on Recognising the Terrorist Threat – see the link above;
- When staying at any place for more than a short time, identify emergency meeting points in case the group is forced to move and becomes split;
- Avoid congregating too long around entrances to major public sites;
- At ports and airports don't linger unnecessarily on the public side of security screening;
- Be aware of the 'Stay Safe' principles: 'Run, Hide, Tell', and know what to expect if you encounter armed response officers - refer to section 3 of the NCTSO guidance on Recognising the Terrorist Threat – see the link above;
- The experience of NCTSO is that decisive leadership is key.

The government has provided advice about first aid in the event of a terrorist incident. It is available at:

www.gov.uk/government/publications/first-aid-advice-during-a-terrorist-incident.

