

Glenlola Collegiate School

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10/06/2020



History and German Trip to Berlin: 22nd to 25th October 2020

Dear Parent/Guardian,

I am writing to provide you with a further update with regards to the Berlin trip planned for October 2020. Since my last letter on 4th June, we have received more new information from our travel company.

The travel company has stated that they will not cancel the trip and issue a full refund unless government advice means that the group will be unable to travel. However, they have given us an extension until 1st September 2020 to make the decision about whether to pay any more money into the trip.

If the travel company will not cancel the trip by 1st September, and it is cancelled by the School on this date, then the cost of the flights paid to the travel company of £198 per pupil will be lost and we will be unable to return this to you.

However, if the trip is not cancelled by this date, either by the School or by the company, then each pupils stands to lose up to £345, due to the increase in company's cancellation fees.

After 1st September, we would also be required to make further payments to the company, meaning that we would have to ask parents/guardians to continue to pay into the trip. We know from the experience of other school trips which have cancelled that not all parents/guardians are willing and able to do so, which would result in us having no other choice but to cancel at this stage.

I would be very grateful if you could please let me know in confidence whether you would be happy to continue paying into the trip on this basis, or if you have already paid in full, but would not wish us to make further payments to the travel company on your behalf, at the risk of losing £345 instead of £198.

You can do so by replying to the email address at the top of this letter, and addressing the email **FAO: Mrs McMillan, Berlin 2020**.

Kind regards,

Mrs J McMillan
Head of History and Politics,