

# Glenlola Collegiate School

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02/09/2020

## English and Drama Trip to London: 22nd to 25th October 2020

Dear Parent/Guardian,

Since my last letter on 10<sup>th</sup> June, we have received new information from our travel company.

Following a telephone conference with the travel company on 31<sup>st</sup> August, and further communication on 1<sup>st</sup> September, the company has stated that they are still not willing to cancel the trip and issue a full refund unless government advice means that the group will be unable to travel. They have set a new deadline for 21 days before the intended departure date for us either to make a decision about whether to cancel the trip (resulting in the loss of £125 deposit for each pupil), or to wait and see if the Department of Education directive remains as it currently is; i.e. that school trips are prohibited in the current climate.

If on 1<sup>st</sup> October their position remains unchanged, the travel company will refund all money paid in excess of the deposit, and will issue the School with a credit note for the deposit for each pupil. This credit note may then either be used to rebook in future (if the situation with COVID-19 becomes more stable) or, on 31<sup>st</sup> March 2021, be exchanged for a refund of its full value. The travel company has assured School that this scheme is backed by procedures in the Republic of Ireland, as our travel company is based in Dublin. Furthermore, no additional money will be required to cover the cost of flights, as our flights had not yet been booked when lockdown began.

This deposit figure differs from my previous correspondence, as we were entitled to a discount of £25 per pupil when we booked, which had not been applied to the refund information, bringing the deposit from £150 to £125.

While we recognise that this is not ideal, it is preferable to automatically losing the deposit by cancelling at this stage. We also share your frustration that the travel company has, once again, changed their position on this.

We recognise that the pupils will be disappointed not to travel having looked forward to the trip for so long but, for the health and safety of pupils and staff, we feel that there is no other responsible choice available to us but to find the best method of cancelling, while ensuring that as much money is recouped as possible.

Between now and 1<sup>st</sup> October, we will continue to communicate with the travel company, and will endeavour to update you as soon as we have any new information.

Kind regards,

*E Graham*

**Mrs E Graham**

Head of English and Drama