



Trinity School

A Church of England
Academy

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Ms Jo Hawkin
Headteacher

12 March 2020

Dear Parent/Carer

Re: Ski Trip

We received the following statement from PGL regarding the Ski Trip yesterday afternoon.

'I am confirming that unfortunately we will be cancelling the upcoming ski trip to Italy.

We would usually wait until 48hrs before the trip departure to see if there have been any changes to travel advice but due to the escalation of coronavirus as well as the recent changes to the Foreign Office Advise of not travelling to Italy we have brought this forward with immediate effect.

I wish to confirm we will be refunding full monies back to the school. Please bear with us as this can take up to 14 days as our accounts team will be inundated with the cancellations.

It is very unfortunate that this has happened, but I am sure parents and your staff team will be relieved by this outcome. If there are any questions at all please don't hesitate to get in touch and I will do my best to answer as quickly as possible.'

We understand that your son/daughter will be disappointed that the trip has been cancelled however it is, we believe, the right decision to take.

Please bear with us regarding a refund as it states in the statement from PGL this may take them up to 14 days to process and it will also take us time to process once the money has been received by the school. Please advise us who the refund should be made payable to and if the refund needs to be shared we ask that you provide details of each party on the form - [Refund Form](#)

For those of you that have handed in your passport and ehic these will be ready for collection from the Finance Office at your earliest convenience. We will collect a signature as proof of return.

Thank you for your continued support and patience in these very unusual circumstances.

Yours sincerely

Joanne Dickinson

Trips/CPD Administrator