



April 2020

Dear Parent/Guardian

## Cancelled trips

As you will be aware all upcoming school trips to the end of the summer term have had to be cancelled. These trips are:

The Spanish Adventure Trip  
French trip to Boulogne  
Big Pit  
Donkey Sanctuary  
Surfing to Croyde  
Macbeth Outdoor theatre trip

At this moment, due to remote working, we are unable to process refunds by cheque or cash but we can arrange a transfer to your bank account. If you would like a refund to your bank account, please can you click this [link](#) and complete the relevant details.

Please be aware that we will have to process several hundred refunds and this will take a considerable amount of time. We will prioritise the overseas trips involving the largest amounts of money, however the full process is likely to have to happen over several weeks.

Thank you for your patience at this exceptional time.

Yours faithfully

**Mark Payne**  
**Business Manager**



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