



7 May 2020

Dear Parents and Carers

Re: Cologne Christmas Markets Trip 2020

I am writing to let you know that based on guidance given, the decision has been made to cancel this year's trip to the Christmas markets in Cologne. I am sorry for the disappointment that this may cause your son or daughter but I am sure that you will understand that the safety of our students and staff is paramount.

If you have already paid a deposit for the trip, this will be refunded to you via ParentPay within the next fourteen days.

Thank you for your understanding in this matter.

Yours sincerely

Mrs L Ballard
Head of MFL & Trip Leader