



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion
Achievement
Respect
Endeavour

*The cornerstones of our
learning community*

1st May 2020

Dear Parent(s)/Carer(s)

RE: Activities Week- Y9 Challenge trip to Wales

With the prospect that the effects of the current pandemic will be with us for some time to come and the need to ensure that when the school reopens we make effective use of academic time, we have, regretfully, taken the decision to cancel Activities Week and therefore students will not have the opportunity to participate in either of the above trips.

In terms of obtaining refunds from the companies organising the trips, this is a difficult area. If we cancel the trip with each company too early, we are likely to lose the deposits at the very least, possibly even more than that. One company has quoted us a 75% cancellation fee. West Sussex County Council, who arranges our insurance, are advising schools to cancel trips in May only at the moment. Therefore, we will not be in a position to cancel the trip with the company until the second half of June.

At that point, we will make a claim on our insurance with West Sussex. There are currently lengthy delays in processing these insurance claims, so we would ask you for your patience and understanding in refunding you the cost of the trip. However, hopefully our approach will mean that we have a strong case for getting a full refund.

Thank you again for your patience and understanding in difficult circumstances, it is very much appreciated.

Kind regards,

Mr M Conroy

Deputy Headteacher



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