Dear all,

You will be aware of the developing challenge that is being presented by the coronavirus disease.

The Union is responsible for ensuring that clubs, societies and student led projects and student volunteers take the necessary steps to mitigate their risks. We understand this is causing anxiety amongst those of you responsible for organising events and trips. We are sorry about the situation but we want you to be clear we are here to support you.

## A Trip

If your club, society or project is planning overseas travel in the next 6 months it is now imperative that you inform us of your current plans.

We can ensure the appropriate support and information is provided to ensure we are fully informing you about your trips and supporting the decision for the trip to go ahead or not.

The situation is changing daily and we need to ensure any trip that is planned to take place is done so with the most up to date information. We must be clear that any trip that takes place without notifying the union or college may result in potential invalidation of insurances, and potential issues relating to the approval of mitigating circumstances if students become stuck overseas.

All trips organised by a CSP must register it here.

If your trip goes ahead we recommend you download the Safe Zone app, which <u>full information can</u> be found here.

## **Events**

If your club, society or project is planning an event either on or off campus let us know. Currently there is no government advice which requires events to be cancelled, and we are not currently advising anyone to cancel events. We are monitoring this situation closely and the government may change their advice as they escalate their plans to delay the spread of the coronavirus disease.

You may see a decline in attendance at your events as people choose to stay away from larger crowds. You should consider this as part of your plans and you may wish to consider postponing an event if you have concerns.

If you have a trip and or event planned let us know by emailing activities@imperial.ac.uk.

If you have any questions about any of the above, please don't hesitate to contact us.

Thanks,

## **Student Activities Team**

Tel: 020 7594 8060

We currently operate in a nut and coconut free environment. We kindly ask all students, visitors and clients to refrain from bringing coconut products or nuts onto the premises.

Imperial College Union Beit Quadrangle, Prince Consort Road, London, SW7 2BB Registered Charity No: 1151241

NUS Green Impact Students' Unions

Call us: 020 7594 8060

Visit our website: imperialcollegeunion.org