



2nd November 2020

Dear School user

Re: Coronavirus Update - Update of School Lettings (GOV update 31 October 2020).

Following the Government announcement on 31st October regarding the national lockdown. We will temporarily suspend all Lettings at Bishop Justus from Thursday 5th November 2020.

We will do our best to open our facilities to you as soon as possible, but in the meantime we appreciate your support in letting your members know. We will review the situation on a regular basis.

You will be able to move your booking or event to a future date. Thank you for your understanding.

Yours sincerely,

A handwritten signature in black ink, reading 'Juliana Poloczanska'. The signature is written in a cursive, flowing style.

Juliana Poloczanska
School Business Manager