



21 April 2020

To all our valued lettings customers

Re: Coronavirus Update- School Lettings.

I wanted to update you on the situation regarding School Lettings. We currently remain closed and our priority now is the health and wellbeing of our school community and you, our customers.

We are closely monitoring Government advice regarding social distancing measures. As you are aware the lockdown has now been extended to 7th May, we will write to you again once we have further guidance regarding reopening our facilities.

Thank you for all your support over the last few weeks. To all our community our thoughts and best wishes are with you. We look forward to seeing you all when we re-open.

I would like to reassure you that time slots of regular existing bookings will be honoured. Our letting team will be available using your usual email for any questions that you may have.

Yours sincerely

Ms Juliana Poloczanska  
School Business Manager