



18th March 2020

Dear School user

Re: Coronavirus Update- Suspensions of School Lettings From Saturday 21st March.

Following recent advice from Government regarding social distancing measures, which details steps we should all be taking to reduce social interaction between people in order to reduce the transmission of coronavirus (COVID-19).

We have made the difficult decision to suspend all School Lettings at this time. The site will therefore be closed to our customers from Saturday 21st March. It was not an easy decision to make but the health and safety of our School Community is our priority.

We will do our best to open our facilities to our customers as soon as possible, but in the meantime we appreciate your support in letting your members know. Any updates will be released on our website.

You will be able to move your booking or event to a future date. Thank you for your understanding. Our letting team will be available using your usual email contact to advise you with any questions that you may have about this decision.

Yours sincerely,

A handwritten signature in black ink that reads "Simon Murphy". The signature is written in a cursive, slightly slanted style.

Simon Murphy
Headteacher