



16th September 2020

Dear School user

Re: Coronavirus Update - Update of School Lettings for providers operating a community facility for early years and youths – Use of Classrooms (GOV update 14 September 2020).

Following updated advice from Government regarding the safe use of multi-purpose community facilities in order to reduce the transmission of coronavirus (COVID-19) we have reviewed our lettings.

While social gatherings of more than six people are banned in England from 14 September, the government's confirmed that providers operating in a community facility for early years and youths can continue.

As your booking falls under this category we can remain open for hire to you at this time. We will review the situation on a regular basis in line with Government advice.

Please remember to sign and return the checklist for lettings if you have not already done so. I also attached our risk assessment for visitors for your information.

Yours sincerely,

Juliana Poloczanska
School Business Manager