

16th March 2020

Dear customer

Re: Coronavirus Update for MLP Lettings customers

I am writing to you with regard to the Coronavirus pandemic and the implications for schools and other educational settings.

Given that it is possible that schools and colleges will be closed at some point in the coming weeks and months, we are advising you that should this happen, we will shut down all buildings belonging to Magna Learning Partnership and there will be no access to the sites for staff, students or any other visitors. This means that no lettings will take place for that period on any of our sites.

At the moment we have no idea when or if closure will occur and so therefore you can expect your lettings arrangements to continue as normal. I do, however, want you to be prepared for the possibility that you will not be able to run your normal activity and please rest assured that we will keep you up to date as the situation changes.

Currently we are trying to minimise visitors to our sites so would ask that if a planned face to face visit can be replaced by a phone call or an email then that choice is made. Also, please be advised that no new bookings will be accepted until further notice.

Thank you in advance for your support and help in what are most unusual and challenging times.

Yours sincerely



Sarah Busby
Chief Executive Officer