A close up of a logo

Description automatically generated

**Summer 2024 – Office Hours**

**During the school summer holidays our office hours have been amended to allow**

**our staff to take some time off to spend with their families.**

July 2024

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 22nd  Office Open  8.30 – 12.30 | 23rd  Office Open  8.30 – 3.30 | 24th  Office Open  8.30 – 3.30 | 25th  Office Closed | 26th  Office Closed | 27th | 28th |
| 29th  Office Open  8.30 – 12.30 | 30th  Office Open  8.30 – 3.30 | 31st  Office Open  8.30 – 3.30 |  |  |  |  |

August 2024

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|  |  |  | 1st  Office Open  10.00 – 3.00 | 2nd  Office Closed | 3rd | 4th |
| 5th  Office Open  8.30 – 12.30 | 6th  Office Open  8.30 – 3.30 | 7th  Office Open  8.30 – 3.30 | 8th  Office Open  10.00 – 3.00 | 9th  Office Closed | 10th | 11th |
| 12th  Office Open  8.30 – 12.30 | 13th  Office Open  8.30 – 3.30 | 14th  Office Open  8.30 – 3.30 | 15th  Office Open  10.00 – 3.00 | 16th  Office Closed | 17th | 18th |
| 19th  Office Open  8.30 – 12.30 | 20th  Office Open  8.30 – 3.30 | 21st  Office Open  8.30 – 3.30 | 22nd  Office Open  10.00 – 3.00 | 23rd  Office Closed | 24th | 25th |
| 26th  Office Closed | 27th  Office Open  8.30 – 3.30 | 28th  Office Open  8.30 – 3.30 | 29th  Office Closed | 30th  Office Closed | 31st |  |

September

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|  |  |  |  |  |  | 1st |
| 2nd  Office Closed | 3rd  Office Open  8.30 – 3.30 | 4th  Office Open  8.30 – 3.30 | 5th  Office Open  8.30 – 3.30 | 6th  Office Open  10.00 – 3.00 | 7th | 8th |

Our normal office hours will resume on Monday 9th September.