

## **EVENTS** CMS Christmas Party Just a reminder that the CMS Christmas Party will take place on Friday 13th December. A small charge of £5.00 per adult attendee is being made which should be paid to CMS Reception as soon as possible. Wristbands will be issued to assist the Caterers. GENERAL INFORMATION **Administration Offices Opening Hours - Christmas Vacation HR Office** W/C 16 December: Monday Tuesday Wednesday Thursday Friday 9.30am - 12noon 9.30am - 3pm 8.30am - 5pm 8.30am - 4.30pm 8.30am - 4.30pm W/C 23 December: Monday & Tuesday 8.30 am - 1pm and 2pm - 5pm. Wednesday 25 December - Wednesday 1 January inclusive: CLOSED Reopen Thursday 2 January: 9.30am - 3pm **Undergraduate and Graduate Offices** Close at lunchtime on Tuesday 24 December, reopening Thursday 2 January **DAMTP Finance Office** Closed Tuesday 24 December, reopening Monday 6 January. Christmas Vacation Activity Guide—STUDENTS The Graduate Union in partnership with CUSU and the Student's Union Advice Service have created the Christmas Vacation Activity Guide for students who remain in Cambridge over the holiday period. The Guide contains information about things to do in Cambridge and beyond, including activities provided by students for students as well as the St-Edmund's Christmas Day 'Potluck' meal which is open to all students. It is a live document and will be updated on a daily basis as they receive more submissions. **CMS Postcards** At reception there are a selection of CMS postcards for sale. There are currently six different designs which Reception are selling for 40p each or 3 for £ 1.