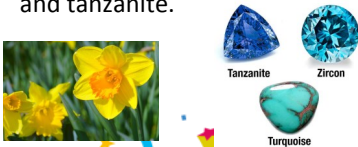


December

December is the twelfth and final month of the year in the Julian and Gregorian calendars and is the seventh and last of seven months to have a length of 31 days. December got its name from the Latin word decem because it was originally the tenth month of the year in the Roman calendar, which began in March.

December's birth flower is the narcissus. Birthstones are the turquoise, zircon, and tanzanite.



Welcome

We have a new member of staff named Amie.

Amie has years of experience in administration and front of house and is excited to begin her role here at Regal Court. She has worked at Regal Court before under the old company Orega so some of you will already know her. She will be working on reception alongside Hayley and Sian on a Tuesday, Wednesday and Thursday and can be reached on extension 9000.

Let's give her the warmest welcome!

Christmas Jumper Day

Join us on Friday 14th December. Simply stick on a silly sweater and donate to help save children's lives.



Congratulations

Join us in congratulating Amy from GFK on the birth of her son Henry!

Also Phil from GFK became a dad for the first time!



New Clients

Jude Properties have signed up with a virtual office here at Regal Court!

"It's important to us that everything we do and say is **different from other estate agents**. We are dedicated to provide first class service and achieve the best for our clients.

We are flexible, approachable and innovative in providing our services."



Thames Valley Business & Community Awards

On Thursday 31st January, the Regal Court team will attend the Thames Valley Business and community awards ceremony at The Hilton in Reading.

With different games and auctions held around the evening to raise money for the three selected charities which will be announced in the new year.

As Regal Court Business Centre is a sponsor of this event, we will be once again invited to the stage to present the award for our selected category 'New Start Up Of The Year Award.'



Christmas Opening Hours

This year Reception we will be closed on Christmas Day, Boxing Day and New Years Day. However we will open in between Christmas and New Year, we may not be operating the full day only half days. We will keep you updated but if you have any questions or queries please let us know.

Why not follow us on social media!

@regalcourtbusinesscentre

@regal_court

Regal Court Business Centre

Meet the Team

Fiona Bryan
Business Centre Manager

Hayley Phelan
Senior Customer Service Representative

Sian Warner
Marketing Assistant / Customer Service Representative

Amie Nye
Customer Service Representative

David Taylor
Estates Manager

Bob Sampson
Head of IT

Patryk Kozanowski
Systems Engineer

Mai Badawy
Systems Engineer

Post Collection at Regal Court Business Centre

From Friday 21st December until Wednesday 2nd January, we will only be able to offer 1st or 2nd class postage due to Royal Mail collection.





Important dates in
December!

Saturday 3rd: Hanukkah

Friday 14th: Christmas Jumper Day

Tuesday 25th: Christmas Day

Wednesday 26th: Boxing Day

Monday 31st: New Years Eve

A little Health and Safety...

As you are aware we run the centre Monday to Friday 8am-6pm. Within these time we are here to cover all health and safety procedures including the fire alarm system.

However, out of these hours it is up to the individual client to fully understand the procedures in order if something is to happen they know what to do.

But please note in an emergency to ring the centre out of hours number: 01753 910 909

Or site security TrustOn: 0203 0511 121

Winter Weather

With the weather getting colder, there will be a chance of snow and ice. It is important all persons adhere to common sense protocols and accept they have a responsibility for personal safety by following simple rules:

Snow and ice present health and safety risks, as the potential for slips, trips and falls increases significantly.

Walk, don't run.

Wear appropriate footwear with a non-slip sole.

Try where possible to keep your hands free of objects in order to aid balance and minimise the effects of a slip, trip or fall.

Allow more time for your journey.

Be mindful of slipping while walking, particularly when using ramps and steps.

If driving be mindful of skidding when leaving car parks as they may not have been gritted.

Reception doors

With the clocks going back and the evenings drawing in sooner the reception doors will be locked at 5pm.

Any guests will still be able to access the building for any appointments between this hour of 5pm to 6pm with the receptionist by pressing the buzzer on the right hand door facing the building from the outside. The buzzer has a panel that states 'reception' which once pressed will ring the reception mainline number.

Reception will still operate from 08:30 – 18:00 Monday to Friday.

What's happening in Slough!?

Traditional Christmas Family Panto's

Beauty and the beast - Showing from Saturday 15th December at The Curve in Slough

Dick Whittington—Showing from 1st December at Theatre Royal Windsor

Aladdin—Showing from 8th December at The Hexagon in Reading

Find out more information of these panto schedule's online.



Santa's Grotto will be open in the Slough Queensmere shopping centre as of Friday 30th November - please check online for opening times.

<https://queensmereobservatory.co.uk>



Windsor on Ice A great day out for family and friends where all levels of skaters are welcome, experienced and inexperienced. This year our viewing area, our real ice bar serving festive food and some attractions are also under cover, so non skaters can relax and stay warm while watching their family have fun on the ice rink.

Book your tickets here: <http://www.windsoronice.com/>