Notice on behalf of City of Sunderland College, Hartlepool Sixth Form and Northumberland College collectively known as Education Partnership North East

In response to the Covid-19 situation the College has limited ability to accept deliveries from suppliers. The College has closed a number of buildings and many staff are now working from home. This has restricted our ability to accept deliveries of goods. Until further notice delivery arrangements are as follows:

* Hartlepool Sixth Form College – Closed
* Bede Campus – Open – See below
* City Campus – Closed 25th March– Deliver to Bede Campus
* Washington Campus – Closed 24th March – Deliver to Bede Campus
* Kirkley Hall Campus – Open -  Report to Reception
* Ashington Campus – Closed
* Berwick Campus – Closed

All other deliveries - On arrival at the College deliveries should initially report to the Main Reception. Deliveries will be directed from there to where they can be received. If they can't be received at the College they will not be accepted and the delivery firm will be asked to return them. The address for the Bede Campus is:

Bede Campus

Durham Road

Sunderland

SR3 4AH

* Hazardous Goods - These can only be accepted with prior approval of the College. Before delivering hazardous goods you should contact the person who raised the order. Contact details are included in the Purchase Order.
* Post - Deliveries should not be sent by Post. The College has limited mailroom facilities and these items cannot be accepted.

The College wishes you and all your staff well and thanks you for your cooperation during these difficult times. We will keep suppliers informed of any changes to these arrangements as they occur.