

## 2025 End of year service arrangements

As Flinders University prepares for the end of year break, a number of services will be paused, resuming in the New Year. Navigate to the relevant consolidated service information using the table below.

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### City Campus Services

**Access** – On Wednesday 24 December from 1pm, use your swipe card to access City Campus until the building closes at 10pm. After this, the campus will be closed, reopening Monday 5 January 2026. For any queries about City Campus services please email [citycampus@flinders.edu.au](mailto:citycampus@flinders.edu.au).

**Milk** - will continue to be available in the City campus up until Wednesday 24 December and will return on Monday 5 January 2026.

### Flinders Connect

Closed in line with the University shutdown period from Wednesday 24 December at 1pm, reopening on Monday 5 December. If you have any queries please contact [askflinders@flinders.edu.au](mailto:askflinders@flinders.edu.au).

### Information and Digital Services (IDS)

IDS will be operating with reduced staff from Friday, 19 December 2025 through to Friday 2 January, to allow team members to take time off with family and friends. During this time, key services will continue, and staff will be available to handle any urgent issues.

### Important work occurring over the closure period

During the University closure each year, IDS undertakes important activity across our network and services to minimise impact to university staff and business operations. This may mean that if you are working over the closure period you could notice some services unavailable at different times.

## IDS Service Desk hours

The IDS Service Desk will be closed from 1pm, Wednesday 24 December 2025 until 8am, Monday, 5 January 2026, in accordance with the formal University closure period. Normal operating hours will resume on Tuesday, 6 January.

Emergency support arrangements have been made and information provided to key stakeholders. In case of an emergency, please contact your team leader for guidance on necessary steps.

## Property, Facilities and Development Services

The Security team will be available 24/7 throughout – call 8201 2880. If it's an emergency, please call triple zero 000.

**Building access** – between Wednesday 24 December 2025 and Monday 5 January 2026, contractor keys, swipe cards and access assistance will be available from Security in the Plaza. Regular Service One access requests can recommence from 5 January. Security can be contacted on 8201 2880 during the break for urgent access issues.

**Caretaking** – Services pause at 1pm Wednesday 24 December, returning Monday 5 January 2026.

**Campus Bus Services** – Station Express, Campus Connector and Tonsley Link (see routes [here](#)).

Campus bus service	Last service for 2025	First service for 2026
Station Express	Wednesday 24 December, 6pm	Monday 5 January, 7am
Campus Connector	Friday 12 December, 6pm	Monday 2 February, 7am
Tonsley Link 1	Wednesday 24 December, 6pm	Monday 5 January, 7am
Tonsley Link 2	Wednesday 24 December, 6pm	Monday 2 February, 7am

**Capital projects** – will continue across campus until Wednesday 24 December and resume on Monday 5 January. Please be aware there are many capital works occurring across campus over summer and follow any pedestrian diversions or exclusion zones in place.

**Cleaning** – services will pause from Wednesday 24 December resuming on Monday 5 January. If there is an urgent request for cleaning during this time, please call Security on 8201 2880. Please remove all perishable items from fridges on or before COB Tuesday 23 December, any items remaining in fridges will be disposed of by our cleaning team.

**College Space and Project Co-ordinators** – most of the team will continue on campus until Friday 19 December, returning on Monday 5 January. A few team members will be available until Wednesday 24 December.

**Customer service** – our PFD customer service team and University general query call centre will operate until 1pm Wednesday 24 December, returning 9am on Monday 5 January. During this time, Service One requests will not be monitored and incoming requests will be actioned on the week commencing Monday 5 January. For urgent service requests please call Security on 8201 2880.

Our face-to-face customer service point at the Professional Services Building will be closed from 1pm Wednesday 24 December re-opening Monday 5 January.

**Fleet vehicles** will be unavailable from 1pm Wednesday 24 December until Monday 5 January. If you have an extenuating business need during this time, please contact us via Service One to make prior arrangements.

**Linen service** – requests for linen pick up will pause from Wednesday 17 December, returning week commencing Monday 12 January.

**Liquor permits** – requests for liquor permits for end of year events must be submitted via Service One by close of business Friday 12 December. Please make sure you understand your responsibilities under the Alcohol on Campus policy.

**Mail** - the last day for outbound mail collections will be Tuesday 23 December and the last day for mail deliveries will be Wednesday 24 December. The full service will recommence on Tuesday 7 January. If you are expecting a delivery or have a query, contact us via Service One prior to Tuesday 23 December for assistance. Mail and courier items will be distributed from the week commencing Monday 5 January.

**Milk** – At Bedford Park and Tonsley the last milk delivery for 2025 will be Wednesday 17 December and deliveries will recommence from Monday 5 January. If you require milk during this period, there will be small serves of milk available for purchase from the vending machine in the student hub and at Sturt café areas. If you would like to reduce your milk delivery over this period, please raise a Service One request. Milk will continue to be available in the City campus up until Wednesday 24 December and will return on Monday 5 January 2026.

#### **Retail on campus Bedford Park (subject to change)**

*Note: most retailers are trading with reduced hours. Due to low volumes of customers on campus all dates and times are subject to change without notice.*

<b>Retailer</b>	<b>Last day of trade 2025</b>	<b>First day of trade 2026</b>
<b>Bakmi Lim Noodle &amp; Chico Tea</b>	Friday 19 December	Monday 5 January
<b>Jeju Café (HMRB)</b>	Friday 19 December	Monday 5 January
<b>Blend Café (Anchor Court)</b>	Friday 19 December	Monday 12 January
<b>Bon Voyage (Laneway)</b>	Wednesday 24 December	Monday 5 January
<b>Wilderness</b>	Friday 12 December	Monday 16 February
<b>Daily Kitchen Co (Sturt)</b>	Friday 19 December	Tuesday 6 January
<b>Grind &amp; Press</b>	Friday 28 November	New retailer early 2026
<b>Local Brew (Law &amp; Commerce)</b>	Friday 19 December	Monday 12 January
<b>Mr Wuhu (Bedford Park)</b>	Friday 19 December	Monday 12 January
<b>Subway</b>	Friday 12 December	Tuesday 27 January
<b>Tavern by Burger Theory</b>	Friday 19 December	Tuesday 27 January
<b>Toly Vietnamese</b>	Friday 12 December	Monday 12 January
<b>Urban Paddock Co (Station Plaza)</b>	Friday 19 December	Thursday 8 January
<b>Where It's At Coffee Co (Hub)</b>	Tuesday 23 December	Monday 5 January
<b>Post Office</b>	Friday 19 December	Monday 12 January
<b>Pharmacy</b>	Wednesday 31 December	Friday 2 January

If you have a question about any service, please raise a [Service One](#) request.