* Please note that the Students’ Union was closed for the Christmas holidays on 4th January which has directly affected hours.
* On 8th January Cassie attended her TRAP Review.
* All of Cassie’s hours were accounted for.

|  |  |
| --- | --- |
| **Category** | **Time spent in hours** |
| Office times | 20 |
| Union meetings | 7.5 |
| GOATing | 2 |
| Annual leave | 7.5 |
| **Total number of accounted hours** | **37** |