

LAA - Legal Advice Rota

Immigration Detention Duty Advice Surgery

Surgery Days

Location	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Brook House	X	X	X	X		4
Campsfield	X	X	X	X		4
Colnbrook	X		X		X	3
Harmondsworth	X	X	X	X		4
Morton Hall	X	X	X	X	X	5
Tinsley House		X		X		2
Yarls Wood	X	X	X	X		4

Surgery Details

Para. 8.117: The IRC Rota will operate from Monday through to Friday inclusive and will exclude any Bank and Public Holidays, which happen to fall within a particular week.

Maximum of 30 minutes per slot on each surgery day

Maximum of 10 clients/slots per day - Rota providers are expected to see **all** clients at the surgery

Same provider will cover **all** surgeries in that week

Provider **must** have capacity to take on **at least** 10 clients per surgery

Providers may run additional surgeries if demand requires this (to be arranged with centre staff and LAA)

Provider will not be paid for attending a surgery when they are not on the rota

Scheduled Bank / Public Holidays during this period

Bank Holidays	Day	Date	Month
Good Friday	Friday	14	April
Easter Monday	Monday	17	April
May Bank Holiday	Monday	1	May
Spring Bank Holiday	Monday	29	May
Summer Bank Holiday	Monday	28	August