



2023

**CARESCO**

meeting needs in our local community

Sawtry Eye is edited and published by **CARESCO**, with the aim of producing an informative magazine which positively celebrates life, people and events.

Reg Charity No 1140728

Reg Company No 7513432

## COPY DEADLINES

The Sawtry Eye is published six times a year as an A4, largely black & white, magazine with separate news and advert sections. The news deadlines are by **NOON** on:

<b>Feb / March 23</b>	<b>Friday 20<sup>th</sup> January</b>
<b>April / May 23</b>	<b>Friday 17<sup>th</sup> March</b>
<b>June / July 23</b>	<b>Friday 19<sup>th</sup> May</b>
<b>Aug / Sept 23</b>	<b>Friday 14<sup>th</sup> July</b>
<b>Oct / Nov 23</b>	<b>Friday 15<sup>th</sup> September</b>
<b>Dec 23 / Jan 24</b>	<b>Friday 17<sup>th</sup> November</b>

*NB: Advertising deadlines are a week earlier*

## DISTRIBUTION

The Eye is delivered free of charge to Sawtry, Glatton, Conington, Holme, Upton, Winwick and the Giddings, approx 3400 copies.



## EDITORIAL POLICY

The full editorial policy is available from the CARESCO office and online the following is a brief summary:

- Items can be submitted by email (preferred option), or alternatively on a disk or as a printed / handwritten copy delivered to the CARESCO Centre.
- Please ensure that an item arrives well before the deadline.
- Our preferred format is MSWord. The final layout will be done by our graphic designer.
- Please keep your contribution concise.
- Remember to include contact details for further information.
- All items are included entirely at the discretion of the editors who reserve the right to edit or decline any item submitted.
- The editors cannot accept any liability for omissions, errors or mistakes which occur in production.
- Regular contributors by email are invited to join a mailing list to receive a reminder a couple of weeks before each deadline.
- Submission of a contribution shall be taken as an acceptance of the conditions as laid out in the full editorial policy.

## CONTACT:

**ONLINE:** - [www.caresco.org.uk](http://www.caresco.org.uk)

**PHONE:** - 01487 832105  
9 – 12 noon, Mon-Fri

## ADDRESS: -

The CARESCO Centre, Green End Road,  
Sawtry, Cambridgeshire, PE28 5UX

**EMAIL:** – [sawtryeye@caresco.org.uk](mailto:sawtryeye@caresco.org.uk)