

This service is available for Academies and Maintained schools

Description:

The post, print and distribution service is part of ICT & property services and operates as part of the back office hub for Ealing council.

We offer courier collection and delivery, printing solutions, postal service and scanning solutions to schools.

Year Financial year 2025/26

Benefits

- We provide a bulk mail service. You can submit your documents by email and we ensure each letter is printed, enveloped and posted to the recipients.
- Schools can enjoy preferential rates through Royal Mail on mailings printed with us.
- A variety of print options available in black and white or full colour high quality print including:
 - Letters
 - Flyers/posters from A5 up to A3
 - Booklets in A5 or A4, up to 70 pages.

Office hours:

Monday to Friday, 8.30am to 4.30pm.

Planned improvements:

Ongoing process of continued service improvement.

Contact:

- **Daniel Ossei:** OsseiD@ealing.gov.uk 020 8825 8599

Further details:

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- [Yes](#)
- [Neutral](#)
- [No](#)

Last updated: 17 Feb 2025
