

Bank Holiday FAQs

1. Where are the bank holidays for the Christmas and New Year period?

The public holiday provisions will apply on the following days this year over Christmas and New Year:

- Saturday 25th December
- Sunday 26th December
- Monday 27th December
- Tuesday 28th December
- Saturday 1st January
- Monday 3rd January

2. What if a bank holiday falls on a weekend?

If Christmas Day, Boxing Day (26 December) and/or New Year's Day falls on a Saturday or Sunday, arrangements will need to be made to ensure that the right of staff to three public holidays in the Christmas and New Year holiday period is preserved.

3. Which policy can I refer to for further information on recruitment?

Please refer to the Annual Leave and Bank Holiday Entitlement policy.

If your query is not covered by the policy, please contact your relevant <u>HR Business Partner</u>.