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## **Christmas Shutdown for 2020**

The 2020 Christmas Shutdown has been confirmed as follows\*: -

Thursday 24<sup>th</sup> December 2020 Statutory Holiday
Friday 25<sup>th</sup> December 2020 Bank Holiday
Monday 28<sup>th</sup> December 2020 Bank Holiday
Tuesday 29<sup>th</sup> December 2020 Statutory Holiday
Wednesday 30<sup>th</sup> December 2020 Statutory Holiday
Thursday 31<sup>st</sup> December 2020 Statutory Holiday
Friday 1<sup>st</sup> January 2021 Bank Holiday

\*Please note that a 2 week Christmas shutdown is being considered. This would be with effect from Monday 21<sup>st</sup> December 2020- Friday 1<sup>st</sup> January 2021. As this is a possibility please be aware you may have to deduct an additional 3 days holiday entitlement. This is being reviewed over the next couple of months and will depend on the severity and length of the business disruption.

Should you have any questions concerning the 2020 Christmas shutdown, please contact Gemma Kennedy in HR on ext. 2361.