

## **Holiday 2018**

You will have 28 days holiday entitlement including the 8 days statutory bank holidays in 2018. 4 days will need to be saved for Christmas shutdown 2018, which will leave you 16 days to take the rest of the year.

<b>Bank Holiday (1)</b>		<b>Monday 1<sup>st</sup> January 2018</b>
<b>Bank Holiday (2)</b>		<b>Friday 30<sup>th</sup> March 2018</b>
<b>Bank Holiday (3)</b>		<b>Monday 2<sup>nd</sup> April 2018</b>
<b>Bank Holiday (4)</b>		<b>Monday 7<sup>th</sup> May 2018</b>
<b>Bank Holiday (5)</b>		<b>Monday 28<sup>th</sup> May 2018</b>
<b>Bank Holiday (6)</b>		<b>Monday 27<sup>th</sup> August 2018</b>
<b>Bank Holiday (7)</b>		<b>Tuesday 25<sup>th</sup> December 2018</b>
<b>Bank Holiday (8)</b>		<b>Wednesday 26<sup>th</sup> December 2018</b>
<b>Holiday Entitlement (1)</b>		<b>Monday 24<sup>th</sup> December 2018</b>
<b>Holiday Entitlement (2)</b>		<b>Thursday 27<sup>th</sup> December 2018</b>
<b>Holiday Entitlement (3)</b>		<b>Friday 28<sup>th</sup> December 2018</b>
<b>Holiday Entitlement (4)</b>		<b>Monday 31<sup>st</sup> December 2018</b>
<b>Bank Holiday (1) 2019</b>		<b>Tuesday 1<sup>st</sup> January 2019</b>

We will close on Friday 21<sup>st</sup> December 2018 and return on Wednesday 2<sup>nd</sup> January 2019.

**Do not assume we will close early on the last day. If you want to take the day off please ensure you book it as holiday.** If you do not turn up for work it will be treated as a day off sick.