

Statutory Bank Holidays & University Closure Dates 2017 and 2018

The University recognises the following statutory and bank holidays listed below:—

New Year's Day 2017

Monday 2nd January 2017

The University is closed in lieu of New Year's Day on Sunday 1st January 2017. The University re-opens on Tuesday 3rd January 2017

Easter

Good Friday

14th April 2017

Bank Holiday Monday

17th April 2017

May Day

Bank Holiday Monday

1st May 2017

Spring Bank Holiday

Bank Holiday Monday

29th May 2017

Summer Bank Holiday

Bank Holiday Monday

28th August 2017

**Christmas and New Year
Closure**

Friday 22nd December 2017 from 3pm onwards

This closure period encompasses Christmas Day, Boxing Day and New Year's Day Bank Holidays. Other days on which the University is closed in the interest of efficiency are provided at the local discretion of the University

University Re-opens

Tuesday 2nd January 2018

Easter	Good Friday 30th March 2018
	Bank Holiday Monday 2nd April 2018
May Day	Bank Holiday Monday 7th May 2018
Spring Bank Holiday	Bank Holiday Monday 28th May 2018
Summer Bank Holiday	Bank Holiday Monday 27th August 2018
Christmas and New Year Closure	Friday 21st December 2018 from 3pm onwards This closure period encompasses Christmas Day, Boxing Day and New Year's Day Bank Holidays. Other days on which the University is closed in the interest of efficiency are provided at the local discretion of the University
University Re-opens	Wednesday 2nd January 2019

Guidance on Christmas Closure and Part-time Staff

The University operates a local, discretionary practice of awarding additional leave between Christmas and New Year, typically of 3 to 5 working days. These additional discretionary leave days coincide with the time when the University closes its premises in the interests of business and environmental efficiency. Unlike statutory bank holiday entitlement, these closure days are not allocated pro rata to part-time staff as part of their annual leave allocation at the beginning of a leave year. This is because they are allocated for efficiency reasons that apply at a specific time of year and it is not therefore appropriate that they be taken at any other time.

What this means is that some part-time staff may receive more time off as a consequence of the closure days than their part-time contract would normally allow for under standard annual leave/bank holiday arrangements. This is accepted by the University. However, in a very small number of cases this will mean that a part-time member of staff who works 2 days per week or less may not benefit from any of the closure time (e.g. if all closure days fall on days they would not normally be required to work) in one particular year. It is important to note however that because the closure days move each year, whilst a member of staff might not benefit one year, they may be over-benefit in another.