



## **PUBLIC HOLIDAYS 2010-11**

		<b><u>2010-11</u></b>
SPRING	Monday	05-Apr
MAY DAY	Monday	03-May
COMMON RIDING	Friday	11-Jun
AUTUMN	Monday	11-Oct
CHRISTMAS/ NEW YEAR	Friday Monday Tuesday Wednesday Thursday Friday	24-Dec 27-Dec 28-Dec 29-Dec 30-Dec 31-Dec
		10 days

In exceptional circumstances, it may be possible to change a designated Public Holiday, but only where an application has been made to the Personnel Administrator, 5 working days in advance, to allow this to be discussed with the Line Manager. Staff who are required to work designated Public Holidays when on Standby Rota are entitled to take the Public Holiday at another time, with the prior approval of their Line Manager. In all cases, the alternative day must be taken within one calendar month of the date of the Public Holiday, with the exception of the Christmas/New Year Period, when Tradesmen who are required to work on Standby must take any additional leave awarded before 31 March.