

Date	Operational Hours	Advance/Payroll Deadline
19/12	9:00-17:00	16:00
22/12	Business as usual	Business as usual
23/12	Business as usual	13:30
24/11	9:00-17:00	13:30
25/12	Bank holiday	Bank holiday
26/12	Bank holiday	Bank holiday
29/12	Business as usual	Business as usual
30/12	Business as usual	Business as usual
31/12	Business as usual	13:30
01/01	Bank holiday	Bank holiday
02/01	Business as usual	Business as usual