



EXTRA DUTY CLAIMS

NON - TEACHING 2022-2023



DEADLINE	DUTY COVERED
FRIDAY 30 TH SEPTEMBER	claim from Monday 5 th Sept – Friday 30 th September.
FRIDAY 4 th NOVEMBER	claim from Monday 2 nd October – Friday 4 th November. (Please do not claim for half term)
FRIDAY 2 nd DECEMBER	claim from Monday 7 th November - Friday 2 nd December.
FRIDAY 6 th JANUARY	claim from Monday 5 th December – Friday 6 th January. (Please do not claim for Christmas!)
FRIDAY 3 rd FEBRUARY	claim from Monday 9 th January – Friday 3 rd February.
FRIDAY 3 rd MARCH	claim from Monday 6 th February – Friday 3 rd March. (Please do not claim for half term!)
FRIDAY 31 st MARCH	claim from Monday 6 th March – Friday 31 st March.
FRIDAY 5 th MAY	claim from Monday 3 rd April – Friday 5 th May. (Please do not claim for Easter!)
FRIDAY 2 nd JUNE	claim from Monday 8 th May – Friday 2 nd June. (Please do not claim for half term!)
FRIDAY 7 th JULY	claim from Monday 5 th June – Friday 7 th July.