



# MEDICINE HAT SOCCER ASSOCIATION



Policy Name:

## Statutory and Paid Holidays

Original Effective Date:

**April 2013**

Date of Last Amendment:

### Statutory and Paid Holidays

#### Policy

The following Statutory holidays will be granted without the loss of salary. Should the statutory holiday fall during the weekend, the Friday or Monday shall be granted at the discretion of the MHSA Executive Director.

Statutory Holidays	Month
New Years Day	January
Family Day	February
Good Friday	March/April
Easter Monday	April
Victoria Day	May
Canada Day	July
Heritage Day	August
Labour Day	September
Thanksgiving	October
Remembrance Day	November
Christmas Closure(See Below)	December

#### **Christmas Closure**

The normal operations of the Medicine Hat Soccer Association close down over the Christmas period. The Medicine Hat Soccer Association allows staff members the full time off between Christmas and New Year's Day inclusive, without loss of salary.

The actual dates of the closure (normal working days) will be determined by the Medicine Hat Soccer Association Board. In general, the dates of the closing will be in accordance with the day of the week upon which Christmas falls, according to the following guideline.

If Christmas Day is...	The normal week off is...
Sunday	December 26, 27, 28, 29, 30 and January 2
Monday	December 25, 26, 27, 28, 29 and January 1
Tuesday	December 25, 26, 27, 28, 31 and January 1
Wednesday	December 25, 26, 27, 30, 31 and January 1
Thursday	December 25, 26, 29, 30, 31 and January 1
Friday	December 25, 28, 29, 30, 31 and January 1
Saturday	December 27, 28, 29, 30, 31

This policy applies to continuing, term and contract positions.

- 1) When Christmas Eve falls on a normal working day, regularly scheduled hours will cease at noon that day.