

COVID-19 Update for UK Employees | 27/05/2021

Reminder: Annual Leave Requirements

As we approach the May Bank Holiday weekend and June half term, please can we remind all staff to plan ahead and diarise time off from the business.

It is important for everyone to spread annual leave proportionally throughout the year to avoid any issues in the later part of 2021, which may impact the business. **We would like to remind everyone that all employees must have taken at least one week of their 2021 annual leave entitlement by the end of June** (with the exception of employees who work shifts in cement operations and have a separate arrangement). All annual leave carried over from 2020 must also have been used by then. Follow the normal procedure for booking annual leave and confirm your chosen days of annual leave with your manager.

Vaccination Update



The UK's Covid vaccination programme continues to progress exceptionally well, with over 72.9% of the adult population having already received their first dose and 44.8% fully vaccinated.

As of 26th May, those aged 30 years and older in England are now able to book their vaccine and we would urge all applicable employees to take up the opportunity. You may have been contacted by your GP already, but if not can book online quickly and easily [here](#).

While one dose of the vaccine provides some immediate protection, it is also vital that people attend for their second dose when available. Having two doses leads to a stronger, better immune response from your body and a longer-lasting protection. It also further reduces the risk of transmission, helping to protect your friends, families and colleagues.

Please ensure you take the second dose of the vaccine when it becomes available to you – you should be contacted by your GP when it is time to book this.

Employee Assistance Programme

Free, confidential support and counselling available for all employees

If you're worried about a work, family or personal issue then the Employee Assistance Programme can help, 24/7.

Support with everything from consumer rights to bereavement, depression & anxiety to childcare.

