

BENNINGTON COLLEGE

Holiday Schedule 2011-2012 Academic Year

Independence Day	Monday, July 4, 2011
Bennington Battle Day	Tuesday, August 16, 2011
Labor Day*	Monday, September 5, 2011
Thanksgiving	Thursday, November 24, 2011 Friday, November 25, 2011
Winter Break	Friday, December 23, 2011 Monday, December 26, 2011 Tuesday, December 27, 2011 Wednesday, December 28, 2011 Thursday, December 29, 2011 Friday, December 30, 2011 Monday January 2, 2012
Martin Luther King, Jr. Birthday*	Monday, January 16, 2012
Presidents' Day*	Monday, February 20, 2012
Memorial Day*	Monday, May 28, 2012

General Office Hours

During the academic term, the general office hours are 9:00 am to 5:00 pm with one hour for lunch.

During non-academic term time (FWT and summer), the general office hours are 8:30 am to 4:00 pm with one-half hour for lunch. Where possible, lunch times should be staggered so that offices are covered from the beginning to the end of the workday. Please note that directors may determine it necessary to alter the work hours of certain staff members to meet specific office needs.

Winter Break

Directors should make arrangements to ensure appropriate coverage in those offices where staff presence is deemed necessary during any portion of this period.

*In order to provide services to students, certain staff members will be required to work on these dates; staff members will be individually notified of staffing needs. An employee who is required to work on a holiday will receive either compensation for hours worked or an alternate day off, depending on his/her position classification.