

## Payment Run Dates for EMAs

NB Dates May Be Subject To Change

Week Ending		No of Payment Weeks	Cut off date for Authorisations completed by the Learning Centre (Monday 5pm)	Payrun Processed at Headquarters (Tuesday am)	Payment into accounts FRIDAY:-	Comments
1st Week	2nd Week					
20/08/2021	27/08/2021	2	30/08/2021	31/08/2021	03/09/2021	
03/09/2021	10/09/2021	2	13/09/2021	14/09/2021	17/09/2021	
17/09/2021	24/09/2021	2	27/09/2021	28/09/2021	01/10/2021	
01/10/2021	08/10/2021	2 ( 1 - Arran schools)	18/10/2021	19/10/2021	22/10/2021	No payment for week ending 08/10/2021 - Arran Schools Only.
22/10/2021	29/10/2021	2	01/11/2021	02/11/2021	05/11/2021	
05/11/2021	12/11/2021	2	15/11/2021	16/11/2021	19/11/2021	
19/11/2021	26/11/2021	2	29/11/2021	30/11/2021	03/12/2021	
03/12/2021	10/12/2021	2	13/12/2021	14/12/2021	17/12/2021	
17/12/2021	24/12/2021	2	10/01/2022	11/01/2022	14/01/2022	
14/01/2022	21/01/2022	2	24/01/2022	25/01/2022	28/01/2022	No payment for week ending 07/01/2022 as less than 3 days in week
28/01/2022	04/02/2022	2	07/02/2022	08/02/2022	11/02/2022	
11/02/2022	18/02/2022	2	21/02/2022	22/02/2022	25/02/2022	
25/02/2022	04/03/2022	2	07/03/2022	08/03/2022	11/03/2022	
11/03/2022	18/03/2022	2	21/03/2022	22/03/2022	25/03/2022	
25/03/2022	01/04/2022	2	18/04/2022*	19/04/2022	22/04/2022	Due to holiday 18/04/2022, authorisations should be completed by 12noon 19/04/2022
22/04/2022	29/04/2022	2	02/05/2022*	03/05/2022	06/05/2022	Due to holiday 02/05/2022, authorisations should be completed by 12noon 03/05/2022
06/05/2022	13/05/2022	2	16/05/2022	17/05/2022	20/05/2022	

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1st Week	2nd Week					
20/05/2022	27/05/2022	2	30/05/2022*	31/05/2022	06/06/2022	Due to holiday 30/05/2022, authorisations should be completed by 12noon 31/05/2022. Due to bank holiday 03/06/2022, payment will go into accounts on 06/06/2022.
03/06/2022	10/06/2022	2	13/06/2022	14/06/2022	17/06/2022	
17/06/2022	24/06/2022	2	27/06/2022	28/06/2022	01/07/2022	
01/07/2022		1	04/07/2022	05/07/2022	08/07/2022	

Please Note: EMA payments are not made during short term holidays including the October, Christmas and Easter breaks.

Payment will only be made for those weeks where 100% attendance is maintained along with satisfying the conditions attached to your EMA Learning Agreement.

Where there is a shortened week at the start or end of an official school holiday, students will be eligible for the weekly payment if the number of days the school or learning provider is "open" is 3 or more and where the student has fulfilled the 100% attendance when the school was open

Young people are entitled to receive EMA payments whilst they are on exam leave providing that they turn up at all of their scheduled exams and adhere to the terms of their EMA Learning Agreement. **Where a student is in S6 or leaves school after their last exam, they will receive EMA payments until the last day of the SQA exam timetable** providing that they have satisfied all other criteria and there is more than 3 days in the week leading up to this date.

**A Learning Agreement requires to be completed and confirmed by your school before payments can commence.**