

## Key Events Schedule 2019/20

V1.5

Date Updated:03/02/2020

Univer ity Wk.	Start Date	Finish Date	Event Title	Core Event	Start Time	End Time	Location	Lead	Comments
17	22/01/2020	22/01/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
17	25/01/2020	25/01/2020	Sat Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
18	29/01/2020	29/01/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
19	05/02/2020	05/02/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
20	12/02/2020	12/02/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
21	19/02/2020	19/02/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
22	26/02/2020	26/02/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
22	29/02/2020	29/02/2020	Sat Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
23	04/03/2020	04/03/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
24	11/03/2020	11/03/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
25	18/03/2020	18/03/2020	Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
25	18/03/2020	18/03/2020	Post Graduate Open Evening	Yes	16:00	19:00	Ivor Crewe Lecture Hall and Tours of campus	Natasha Winsor	Project Mangers to be aware of PG Open Evening activities
26	26/03/2020	26/03/2020	Insight Day	Yes	10:00	15:00	ICLH, LTB, Sports Hall		Project Mangers to be aware of Insight Day locations/activities.
27	31/03/2020	31/03/2020	Big Bang	No	All day		ICLH, LTB, TRTC	Sarah Kelleway	Project Mangers to be aware of The Big Bang locations
27	02/04/2020	02/04/2020	Estates and Campus Services Awards Evening	No	17:30	22:00	ICLH		
27	03/04/2020	03/04/2020	Shakespeare Event (New)	Yes				Outreach Event	
30-32	20/04/2020	08/05/2020	Early Exams	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms
30	22/04/2020	22/04/2020	Derby Day	No	08:00	23:00	Colchester Campus	SU - Dominic King	Project managers to be aware of Derby Day activities
31			Celebrating Excellence in Research	Yes	09:00	16:00	All Squares and ICLH	Fay Wilson	Project Managers to be aware of all Celebrating Excellence in Research activities
33-36	11/05/2020	05/06/2020	Summer Exams (including 16,23 30 May and 5 June)	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms - <b>Includes Saturday's 16, 23 and 30 May and 5 June</b>
36	05/06/2020	05/06/2020	The End Event	No	16:00	00:00	Colchester Campus		

# Key Events Schedule 2019/20

V1.5

Date Updated:03/02/2020

University Wk.	Start Date	Finish Date	Event Title	Core Event	Start Time	End Time	Location	Lead	Comments
37	12/06/2020	12/06/2020	Annual Meeting & Summer Reception	Yes	14:00	20:00	Colchester Campus (Depends Upon tours, mainly ICLH and Silberrad Plaza)	Fay Wilson/ Holly Ward	PM to ask permission from CO for works to go ahead
38	18/06/2020	18/06/2020	UCAS 2020	Yes	09:30	15:00	Sports Arena/Squares/LTB	Natasha Winsor/ Rosanna Lord	PM to ask permission from CO for works to go ahead
38	20/06/2020	20/06/2020	Open Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	PM to ask permission from CO for works to go ahead
42	13/07/2020	17/07/2020	Graduation	Yes	All Day	All Day	Colchester Campus	Maz Brook	PM to ask permission from CO for works to go ahead
46	06/08/2020	19/08/2020	Hot Clearing	Yes	All Day	All Day	Colchester Campus, Lab J, Floor 7 CER, Senate Room Possibly others?	Lucy Murray, Elved Roberts	PM to ask permission from CO for works to go ahead
46	13/08/2020	15/08/2020	Clearing Open Days including tours of campus	Yes	All Day	All Day	ICLH - and Tours campus	Natasha Winsor	PM to ask permission from CO for works to go ahead
49-50	01/09/2020	11/09/2020	Resit Exams	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms
51	19/09/2020	19/09/2020	Open Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	PM to ask permission from CO for works to go ahead

**Key Events Schedule 2020/21**
**V1.5**
**Date Updated:03/02/2020**

University Wk.	Start Date	Finish Date	Event Title	Core Event	Start Time	End Time	Location	Lead	Comments
53	04/10/2020	04/10/2020	Arrivals Day	Yes	All Day		Colchester Campus	Darren Baker/ Hannah Gott	PM to ask permission from CO for works to go ahead
01	05/10/2020	09/10/2020	Welcome Week 1	Yes	All Day		Colchester Campus	Hannah Gott	PM to ask permission from CO for works to go ahead
01	10/10/2020	10/10/2020	Fresher's Fair	No	09:00	18:00	Colchester Campus	Dominic King/ Rae Waddon	SU event across all Squares
02	12/10/2020	16/10/2020	Welcome Week 2	Yes	All Day		Colchester Campus	Hannah Gott	PM to ask permission from CO for works to go ahead
02	13/10/2020	13/10/2020	Autumn Job Market	No	All Day		All Squares	Damien Bell	PM to be aware of large event across Squares.
02			Careers Fair	No	10:00	14:30	Sports Arena	Damien Bell	PM to be aware of large event within Sports Arena.
02	17/10/2020	17/10/2020	Southend Open Day	Yes	10:00	17:00	Southend Campus	Natasha Winsor	PM to ask permission from CO for works to go ahead
03	24/10/2020	24/10/2020	Open Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	PM to ask permission from CO for works to go ahead
09			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
10			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
11			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
11	14/12/2020 TBC	18/12/2020 TBC	Essex Abroad Exams December	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms
11	17/12/2020	18/12/2020	Winter Graduation	Yes	TBC	TBC		Graduation Office	PM to ask permission from CO for works to go ahead
15	11/01/2021	16/01/2021	Christmas Vacation Exams	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms
15			Big Bang	No	All day		ICLH, LTB, TRTC	Sarah Kelleway	Project Mangers to be aware of The Big Bang locations
16			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
17			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
17			Sat Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
18			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
19			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
20			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
20			Insight Day	Yes	10:00	15:00	ICLH, LTB, Sports Hall		Project Mangers to be aware of Insight Day locations/activities.
21			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities

# Key Events Schedule 2020/21

V1.5

Date Updated:03/02/2020

University Wk.	Start Date	Finish Date	Event Title	Core Event	Start Time	End Time	Location	Lead	Comments
22			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
22			Sat Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
23			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
23			Mini Open Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Mini Open Day activities
24			Applicant Day	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	Project Mangers to be aware of Applicant Day activities
26			Estates and Campus Services Awards Evening		17:30	22:00	ICLH		
30-32	26/04/2021	14/05/2021	Early Exams (weekdays only)	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms
			Derby Day	No	08:00	23:00	Colchester Campus	SU - Dominic King	Project managers to be aware of Derby Day activities
31			Celebrating Excellence in Research	Yes	09:00	16:00	All Squares and ICLH	Fay Wilson	Project Managers to be aware of all Celebrating Excellence in Research activities
33-36	17/05/2021	11/06/2021	Summer Exams (including Saturday's 22, 29 May and 5 June)	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms - <b>Includes Saturday</b>
36			The End Event	No	16:00	00:00	Colchester Campus		
37	25/06/2021	25/06/2021	Annual Meeting & Summer Reception	Yes	14:00	20:00	Colchester Campus (Depends Upon tours, mainly ICLH and Silberrad Plaza)	Fay Wilson/ Holly Ward	PM to ask permission from CO for works to go ahead
38			UCAS 2021	Yes	09:30	15:00	Sports Arena/Squares/LTB	Natasha Winsor/ Rosanna Lord	PM to ask permission from CO for works to go ahead
38	19/06/2021	19/06/2021	Open Day (June)	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	PM to ask permission from CO for works to go ahead
42	12/07/2021	16/07/2021	Graduation	Yes	All Day	All Day	Colchester Campus	Maz Brook	PM to ask permission from CO for works to go ahead
45			Hot Clearing	Yes	All Day	All Day	Colchester Campus, Lab J, Floor 7 CER	Lucy Murray, Elved Roberts	PM to ask permission from CO for works to go ahead
46			Clearing Open Day	Yes	All Day	All Day	ICLH - and Tours campus		PM to ask permission from CO for works to go ahead
46			Clearing tours of Campus	Yes		All Day	ICLH - and Tours campus		PM to ask permission from CO for works to go ahead
48-50	01/09/2021	13/09/2021	Resit Exams (weekdays only)	Yes	Varies		Colchester Campus	Exam Office	No noisy works near exam rooms
			Southend Open Day				Southend Campus	Natasha Winsor	
51	18/09/2021	18/09/2021	Open Day (September)	Yes	09:00	17:00	Colchester Campus	Natasha Winsor	PM to ask permission from CO for works to go ahead