

FS4S Schools Payroll Schedule 2021/22 - LSP

Month	APR	MAY	Jun	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Payroll deadline to payroll2@fs4s.co.uk ***	06-Apr	06-May	03-Jun	05-Jul	04-Aug	03-Sep	05-Oct	03-Nov	TBC	05-Jan	03-Feb	03-Mar
Send CCV Schedule to FS4S	16	14	16	16	16	16	15	16	TBC	17	14	17
Prepay reports sent to secure email for school review and sign off	19	17	17	19	17	17	18	17	TBC	18	15	18
CCV Report sent to LSP Central	19	17	17	19	17	17	18	17	TBC	18	15	18
Prepay confirmation deadline for schools to notify payroll2@fs4s.co.uk	21	19	21	21	19	21	20	19	TBC	20	17	22
Pay day	30	28	30	30	31	30	29	30	TBC	31	28	31
Reports emailed to the secure email address	06-May	03-Jun	05-Jul	04-Aug	03-Sep	05-Oct	03-Nov	03-Dec	TBC	03-Feb	03-Mar	05-Apr

** To be confirmed later in the year

*** Where the payroll deadline is a weekend/bank holiday - the payroll deadline is the Friday beforehand

The right is reserved to adjust the above dates for operational reasons or changes to school holiday dates.