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Coronavirus Job Retention Scheme: Extended until end of April 2021

Originally set to end in October, the Government has announced that the furlough scheme (Job Retention Scheme) will continue to the end of April 2021 in response to the further restrictions.

What is the scheme?

As it has been available throughout the pandemic, the Coronavirus Job Retention Scheme will allow you to furlough staff and ensure that 80% of their wages (up to the value of £2,500 per month) are paid for by the Government.

How can I access it?

Employers will only be asked to cover National Insurance and employer pension contributions which, for the average claim, accounts for just 5% of total employment costs. This is the same level as the furlough scheme was in August.

[Click here to claim for furloughed staff](#)



Employers are still able to top up employee wages at their own expense if they wish.

FAQs

Answered:

What is the scheme?

How can I access it?

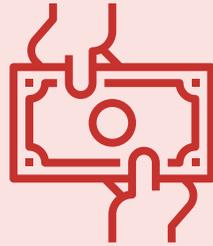
How do I furlough staff?

How do I claim?



To be eligible to claim under this extension, employees must be on an employer's PAYE payroll by 23:59 30th October 2020

Any staff made redundant who were previously on payroll on 23rd Sept can be re-employed and furloughed



Flexible Furlough



Employees can be on full furlough, or flexible furlough, meaning you can have some staff on hand to help with takeaway and collection services.

[Click here to calculate how much you can claim](#)

The Job Support Scheme (JSS) was due to commence AFTER the Coronavirus Job Retention Scheme (CJRS) ended in December, but Government will now review this in January 2021

[Click here to learn more about the changes](#)



[Click here to download our Staff Furlough Letter template](#)

You can use this template from our Trusted Partners at Bhayani Law to let your staff know they are being furloughed.



BHAYANI
HR & Employment Law
in your corner

Furloughing Apprentices

Apprentices can still be furloughed and continue on their training programme. More detail is due to be released.

What information do I need to make a claim?

Employers should discuss with their staff and make any changes to the employment contract by agreement. Employers may need to seek legal advice on the process. If sufficient numbers of staff are involved, it may be necessary to engage collective consultation processes to procure agreement to changes to terms of employment.

To claim, you will need:

- The number of employees being furloughed
- The dates they have been furloughed to and from
- The employees details: Names and NI numbers
- Your ePAYE reference number
- Your Unique Taxpayer Reference - as appropriate for your business
- Your UK bank account details
- Your business name and address details
- Your phone number

You can get an agent to act for you to do this, for instance, your accountant or payroll provider.

How do I calculate my claim?

Steps to take before calculating

Click here for our Coronavirus Advice page

Please note: you must have all of this ready before logging onto the Government website...

You have 7 days to complete your claim, however, there is a save functionality now, please ensure you have all information ready before commencing the claim.