



# EMPLOYMENT TRIBUNALS

**Claimants:** Miss Grace Shepherdson [First Claimant]  
Miss Madison Paris-Matić [Second Claimant]

**Respondent:** LOOP International Ltd

## FINAL HEARING

**Heard at:** East London Hearing Centre (in private by Video)

**On:** 20 October 2023

**Before:** Employment Judge Shore

### Appearances

For the claimants: In Person

For the respondent: No Appearance

## JUDGMENT

1. The first claimant's claim for unauthorised deduction from wages is well founded and succeeds.
2. The respondent will pay the first claimant, Grace Shepherdson, **£750.00**, gross, without deduction of tax or National insurance for unauthorised deduction from wages.
3. The respondent failed to comply with the ACAS Code of Practice on disciplinary and grievance procedures, so the award of £750.00 is uplifted by 10% (**£75.00**).
4. The first claimant's claim for holiday pay is well founded and succeeds.
5. The respondent will pay the first claimant, Grace Shepherdson, for unpaid holiday pay, **£2,769.20** (calculated as 20 days x £138.46), gross, without deduction of tax or National insurance.
6. The respondent failed to comply with the ACAS Code of Practice on disciplinary and grievance procedures, so the award of £2,769.20 is uplifted by 10% (**£276.92**).
7. The respondent failed to give the first claimant a written statement of terms and conditions of employment as required by section 1 of the Employment Rights Act

1996. The first claimant has succeeded in a claim specified by Schedule 5 of the Employment Act 2002, so the respondent shall pay the first claimant, Grace Shepherdson, 4 weeks' gross pay, capped at £643.00 per week = **£2,572.00**.
8. The respondent shall pay the first claimant a preparation time order of 20 hours at £41.00 per hour = **£810.00**.
  9. The total payable to Grace Shepherdson by the respondent is **£7,253.12**.
  10. The second claimant's claim for unauthorised deduction from wages is well founded and succeeds.
  11. The respondent will pay the second claimant, Madison Paris-Matić, **£750.00**, gross, without deduction of tax or National insurance for unauthorised deduction from wages.
  12. The respondent failed to comply with the ACAS Code of Practice on disciplinary and grievance procedures, so the award of £750.00 is uplifted by 10% (**£75.00**).
  13. The second claimant's claim for holiday pay is well founded and succeeds.
  14. The respondent will pay the second claimant, Madison Paris-Matić, for unpaid holiday pay, **£3,046.16** (calculated as 22 days x £138.46), gross, without deduction of tax or National insurance.
  15. The respondent failed to comply with the ACAS Code of Practice on disciplinary and grievance procedures, so the award of £3,046.16 is uplifted by 10% (**£304.62**).
  16. The respondent failed to give the second claimant a written statement of terms and conditions of employment as required by section 1 of the Employment Rights Act 1996. The second claimant has succeeded in a claim specified by Schedule 5 of the Employment Act 2002, so the respondent shall pay the second claimant, Madison Paris-Matić, 4 weeks' gross pay, capped at £643.00 per week = **£2,572.00**.
  17. The respondent shall pay the second claimant, Madison Paris-Matić, a preparation time order of 20 hours at £41.00 per hour = **£810.00**.
  18. The total payable to Madison Paris-Matić by the respondent is **£7,557.78**.

**Employment Judge Shore**

**20 October 2023**