

**Subject:**

**Addendum: School Optional Days and Exceptional Closure Days**

**Circular Number:**  
**2020/09 Addendum**

**Date of Issue:**  
**14 October 2020**

**Audience:**

- Principals and Boards of Governors of all grant-aided schools;
- Education Authority;
- Council for Catholic Maintained Schools;
- Northern Ireland Council for Integrated Education;
- Comhairle na Gaelscolaíochta;
- Teachers' Organisations; and
- Controlled Schools Support Council

**Summary of Contents:**

The purpose of this circular is to provide advice and guidance on the use of optional days and exceptional school closures during the period 19 October 2020 to 30 October 2020.

On 14 October 2020 the Executive announced further measures for schools during the above period in response to the ongoing COVID-19 pandemic

Schools will not be operational during these two weeks.

Schools should continue to take any half term holiday planned during this period. Additional closure should be recorded as two of the additional Optional Days given in August 2020 ([Para 4 of DE Circular 2020/09](#) refers) with the remainder recorded as Exceptional Closure days. Code ! should be applied on SIMS for Optional Days.

On this occasion schools will not be required to apply for an Exceptional Closure through the Exclos App. Code Y should be recorded.

Schools will be required to revisit their school calendar to reflect this decision and resubmit it to Education Authority to replace previous versions.

**Status of Contents:**

Advice  
Information for Schools

**Related Documents:**

Circular 2020/09

**Superseded Documents:**

Circular 1965/7

2005/8

2013/19

2017/14

2018/20

2019/13

**Expiry Date:**

None

**DENI Website:**

<http://www.education-ni.gov.uk>

**Enquiries:**

Any enquiries about the contents of this Circular should be addressed to:

Tackling Educational Disadvantage Team

Department of Education

Rathgael House

43 Balloo Road

BANGOR

BT19 7PR

[attendance@education-ni.gov.uk](mailto:attendance@education-ni.gov.uk)

**E-mail:**

[attendance@education-ni.gov.uk](mailto:attendance@education-ni.gov.uk)

Tel: 02891 279543

02891 279528

