

What is absence from school for exceptional circumstances?

In order for consideration to be given, requests for absence must be for exceptional circumstances only.

The primary and secondary behaviour and attendance partnerships and the council agree to follow the law, in such that the provision for Headteachers to authorise absence purely for the purpose of **a family holiday is not an exceptional circumstance.**

Exceptional circumstances could include:

1. Service personnel returning from a tour of duty abroad where it is evidenced the individual will not be in receipt of any leave in the near future that coincides with school holidays.
2. Where an absence from school is recommended by a health professional as part of a parent or child's rehabilitation from a medical or emotional issue.
3. The death or terminal illness of a person close to the family.
4. To attend a wedding or funeral of a person close to the family.
5. Where there are exceptional and unforeseen circumstances that fall outside of 1 to 4 above, the Headteacher agrees to consult with the principal education welfare officer prior to any authorisation being given to the parent. The principal education welfare officer will discuss each case with an independent Headteacher and will make a recommendation to the referring school.

Please note: [Evidence would be required](#) in each case.

If a request meets the above exceptional circumstances but falls within the following times, the Headteacher must be convinced that absence from school is the only option:

- 1) The first half term of any academic year (applies to all pupils)
- 2) Year six transition day (for pupils in year six)
- 3) Year six SATs week (for pupils in year six)
- 4) Year nine options time (for pupils in year nine)
- 5) At any time during years 10 and 11 (for all pupils in these year groups)
- 6) At any time specified by the school (this will be communicated to parents by each school).