



JUMP PRIMARY SCHOOL

Roebuck Hill

Jump

Barnsley

S74 0JW

Tel. 01226 743041

Fax. 01226 740651

Headteacher Mrs K Falconer

4th September, 2013

Dear Parents,

I am writing to inform you to update you on the attendance regulations (which apply to children attending school full time) I informed you of at the end of the last term.

As you are aware, from the 1st September 2013, **headteachers may not grant any leave of absence during term time unless there are exceptional circumstances**. These regulations mean no holidays will be authorised.

Please complete a 'Leave of Absence Request Form' (available from the school office) should you wish to request leave. Please also feel free to make an appointment to see me should you wish to discuss a circumstance where leave could be described as 'exceptional'. All other leave of absence will be recorded as 'unauthorised'.

The school's target for attendance is 95% and if your child's attendance falls below this, you will be notified by the school regardless of the reason (s) for the drop in attendance. We work closely with the Education Welfare Officer who may be able to offer support and advice on attendance should this be necessary.

The Governors met during the last week of school in July and discussed at length the new regulations. They will strictly adhere to the new regulations as required by the Department for Education and the Local Authority. This means that unauthorised leave may be referred to the Local Authority who, in turn, may fine under the Education (Penalty Notices) England Regulations 2007. These fines are issued by the Education Welfare Service (not the school) to ensure consistency and the school does not receive any money from any fines being issued. Before issuing a penalty notice/fine, the Local Authority takes into account a range of evidence including the child's attendance. However, if fines are issued these are set at £60 (paid within 21 days) and £120 (paid within 28days).

Governors agreed that parents who have previously applied for leave/a holiday for this academic year will not be referred for penalty notices as they applied for leave/a holiday under the old regulations. The new regulations apply from 1st September 2013 and therefore for any new applications, penalty notices/fines may be considered after this date. Please be aware that any child reported ill, but where the school is aware that unauthorised leave/a holiday is taking place, parents may be contacted by the Education Welfare Officer.

Please do not hesitate to see me should you wish to discuss these regulations.

Many thanks,

Mrs K Falconer,
Headteacher



Healthy Schools

