

4 September 2013

Dear Parents

Important Notice: Leave of Absence/Holidays in School Term Time

I am writing to inform you that as from 1st September 2013 the law has changed so that there is no right for parents to apply to take their child on holiday during term time.

The Education Regulations make clear that Headteachers may not grant any level of absence unless there are very exceptional circumstances.

Please be aware that parents can be fined for taking their child on holiday during term time and the Educational Welfare Service may issue a penalty notice of £60 or £120 (depending on number of days taken) per parent for each child's absence. Any leave taken without consent in September or during Year 6 tests will automatically result will in a penalty notice.

Applications for exceptional holidays must be made in advance on the school's Leave of Absence form available from the school office and website. It may be necessary for the parent to meet with me in order to ascertain the exceptional circumstances.

I appreciate that holidays are more expensive in school holiday periods and that this change in law will affect some of you. However the vast majority of our parents do avoid term time leave for their children.

Our attendance last year was the lowest it has been for some time and I trust these changes will ensure a reduction in absence that can have a negative impact on educational attainment and progress. We continue to work with you to ensure your child achieves their very best at our school.

Yours sincerely

Ms C Farrer

Headteacher