



Absence in Term-Time

As you are aware, **schools can no longer authorise holidays during term-time.**

Full details of the changes in legislation, which replace the 2006 regulation that allowed schools to grant up to 10 days leave of absence at their discretion, can be viewed at the following website:

www.education.gov.uk/schools/pupilsupport/behaviour/attendance/a00223868/regulationsamendments

An extract is included below for your information:

The Education (Pupil Registration) (England) Regulations 2006

Amendments have been made to the 2006 regulations in the **Education (Pupil Registration)**

(England) (Amendment) Regulations 2013. These amendments, as described below, will come into force on 1 September 2013.

Term-time holiday

The **Education (Pupil Registration) (England) Regulations 2006** currently allow head teachers to grant leave of absence for the purpose of a family holiday during term time in “special circumstances” of up to ten school days leave per year. Head teachers can also grant extended leave for more than ten school days in exceptional circumstances.

Amendments to the 2006 regulations remove references to family holiday and extended leave as well as the statutory threshold of ten school days. The amendments make clear that head teachers may not grant any leave of absence during term time unless there are exceptional circumstances. Head teachers should determine the number of school days a child can be away from school if the leave is granted.

This means that North Town Primary School **may not grant any leave of absence during term time** unless there are **exceptional** circumstances.

Exceptional circumstances does **not** include

- × Cheap holiday cost
- × Getting personal paperwork, visa's updated (this should be planned into holiday periods)
- × Visiting relatives (this should be planned into holiday periods)

Exceptional circumstances **may** include

- ✓ Emergency service / forces personnel with proof of enforced holiday period
- ✓ Holiday industry employees with proof of this being the **ONLY** time period allowed by employer
- ✓ One transcontinental leave request per Key Stage for a very significant extended family event, including seeing an elderly/ seriously ill relative

Any time away from school can have a **significant impact on educational attainment**, success in later life and longer term health and well-being. In law, parents and carers are committing an offence if they fail to ensure the regular and punctual attendance of their child at school.

Therefore, any unauthorised absence in term time can result in the issuing of a **Fixed Term Penalty**

Notice by the Early Intervention Team. Parents will have 21 days to pay this £60 fine, after which it goes up to £120.

Request for Absence in term Time

Parent Form

IMPORTANT: Please read carefully the information overleaf.

NB: If the school refuses your request and the child is still taken out of school, this will be recorded as an **unauthorised absence** and noted on your child's attendance record.

To the Head Teacher

North Town Primary School

I wish to apply for

Name	Class
1
2
3

To be authorised as being absent from school from to
..... inclusive for the following exceptional reasons.

Number of school days absent.

Print Name

Signature Parent / Carer

Date.....

Please return this form well in advance of any proposed absence.