

MICKLE TRAFFORD VILLAGE SCHOOL

Request for leave of Absence

From 01.09.13 the government guidance does not give any entitlement to leave of absence for holidays during term time.

Any application for Leave of Absence must be in exceptional circumstances and the head teacher must be satisfied that the circumstances warrant granting approval for the absence.

The Government discourages the taking of holidays in term time. Evidence shows that children who miss school do not achieve as well as those who attend regularly. Therefore, I am unable to authorise this absence. Should you still choose to take a holiday with your child during this period the Local Authority will be informed as this will constitute an unauthorised absence. A Fixed Penalty Notice will then be issued to you [and your partner/husband] in accordance with section 444 of the Education Act 1996. The current rates payable by parents are £60 where the amount is paid within 21 days and £120 where the amount is paid within 28 days. This charge is per parent/carer per child. If the fixed penalty notice remains unpaid this could lead to prosecution in the Magistrate's Court.

Children cannot learn or achieve if they are absent,

Name of child _____

Class (Teacher's name) _____

Reason for absence _____

Please state the exceptional reason if applicable

Child's last day in school prior to absence _____

Date expected to return to school _____

Total number of days absent _____

Signed _____ (Parent/Guardian)

Please see Department for Education letter on reverse of this form.

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Reply Slip (to be completed by the school and returned to parents)

Name of Child..... Class.....

Thank you for advising us of your child's absence and this information has been noted in the register.

I am unable to authorise the above request for absence

Authorisation has been granted on the basis of exceptional circumstances

Signed

The Department for Education (DfE) has announced important amendments to legislation surrounding holidays in term time.

From the 1st September 2013, the new law does not give any entitlement to parents to take their child on holiday during term time.

Any applications for leave of absence must be in exceptional circumstances* only and the Head Teacher must be satisfied that the circumstances warrant the granting of leave. Parents can be fined by the Local Authority for taking their child on holiday during term time without consent from the school.

- An example of an exceptional circumstance is when a parent has served as a member of the armed forces and returned from active duty.

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In the academic year 2011 to 2012, 9.7% of all absences in England were due to parents taking their children out of school during term time. This high level of absence has led the DfE to make this important change to legislation.

As a school, we fully appreciate the financial difficulties that some parents face when booking holidays, particularly during school holidays however, there is an expectation that all schools in Cheshire West and Chester introduce firm policies and stringent checks to ensure that there is a significant reduction in the number of absences during term time.

Further information can be found at

www.dfe.gov.uk