



Love God, Love each other, Love Learning

June 2017

### **Family Holidays During Term Time**

The law gives no entitlement to parents to take their child on holiday during term time. Any application for leave must only be in exceptional circumstances and the Head Teacher must be satisfied that the circumstances are **exceptional and warrant the granting of leave**. Head teachers are not expected to class any term time holiday as exceptional and will now also determine the number of school days a child can be away from school if the leave is granted.

The Headteacher has the discretion to grant leave, but should only do so in exceptional circumstances. If a headteacher grants a leave request, it will be for them to determine the length of time that the child can be away from school.

At Sacred Heart RC exceptional is defined as:

- (i) If a member of the immediate family is chronically ill
- (ii) If a parent has no choice when they take a holiday i.e. they work for a firm which “shuts down” for two weeks and the employers are willing to provide written confirmation

Parents are expected to make an appointment with the Headteacher to discuss the circumstances around any request for term time leave.

Regular attendance at school is essential in ensuring that children make good progress and achieve their full potential. Sacred Heart’s overall attendance figures are low when compared to other schools and this is largely due to term time holidays. Therefore **from 1<sup>st</sup> September 2017 ALL PARENTS** who take an unauthorised term time holiday will be issued with a **Penalty Notice fine** from the Local Authority.

The fine is £60 per child per parent if paid within 21 days and £120 if paid between 22 and 28 days. Failure to pay the fine could lead to prosecution in magistrate’s court.

I would like to take this opportunity on behalf of the school and the governors to thank you for your full support in this matter by not taking your child out of school during term time.

Further information can be obtained from [www.dfe.gov.uk](http://www.dfe.gov.uk).

Mrs P Dungworth

Headteacher