



## William Stukeley Church of England Primary School

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Head Teacher: Mr T W Emery

8<sup>th</sup> June 2022

**Dear Parents and Carers**

### **RE: FORMAL WARNING LETTER - SCHOOL ATTENDANCE AND HOLIDAYS**

As a whole school community, we are committed to providing an education of the highest quality for all our pupils. Research shows that high attainment requires good attendance.

Recently, there has been a substantial increase in families taking their children out of school, for holidays during term time.

We have also been made aware that some parents have advised the school that their child is poorly, whilst they are actually on holiday – we do encourage and appreciate honesty, and we may challenge parents if we have reason to believe a child is on holiday.

Amendments (2013) to previous regulations (2006) removed references to family holidays and extended leave. Holidays during term time are not generally allowed and, in each case, there must be a written application made to the headteacher. The amendments make it clear that head teachers may not grant any leave of absence during term time unless there are ***exceptional circumstances***.

The regulations also make it clear that parents do not have any right or entitlement to take a child out of school for the purposes of a term time holiday.

Requesting the Local Authority to issue a Fixed Penalty Notice is a strategy used by schools to address issues around attendance of children attending their school under the following legal framework:

- Section 7 of the Education Act 1996 places upon parents a duty to ensure that their child receives efficient full-time education either by regular attendance at school or otherwise
- In cases where this duty is not being fulfilled Section 444B of the same Act empowers the Local Authority to issue a Fixed Penalty of either £60.00 or £120.00 per child.

As a governing body, we understand the pressures put on all families at this time but can no longer allow such levels of absence to continue, unchallenged.

Please be advised that in line with central and local government, we are encouraging the school to issue Fixed Penalty Notices, for holidays during term time, that are **not** deemed *exceptional circumstances*.

**From 1<sup>st</sup> September 2022 a Fixed Penalty Notice will be issued for an unauthorised absence / holiday during term time.**

### **Medical, Dental and Hospital Appointments**

Where possible, we encourage these appointments to take place out of school time, in order not to disrupt the child's education; every effort should be made to arrange medical appointments outside school hours. Whilst we appreciate that medical appointments are unavoidable and the times not always flexible, such absences usually only take up part of a day so children, for example, could be brought into school for morning registration and return to school following the appointment. School should be informed of such absences in writing in advance, and we also require proof i.e. copy of appointment letter / text message reminder.

If you require any further information regarding this, please do not hesitate to contact the school's Full Governing Body, via the school office.

Yours faithfully

Full Governing Body

Please see below from the government:

<https://www.gov.uk/school-attendance-absence>

Our Attendance Policy can be found here:

<https://www.williamstukeley.lincs.sch.uk/documents/policies/Attendance%20Policy.pdf>