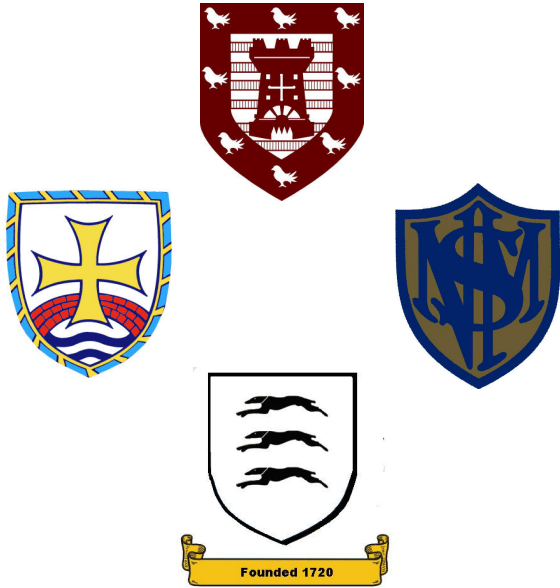


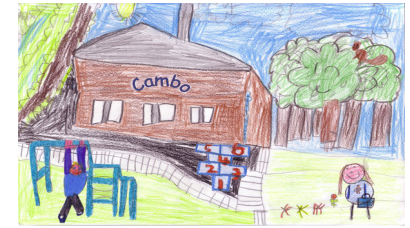
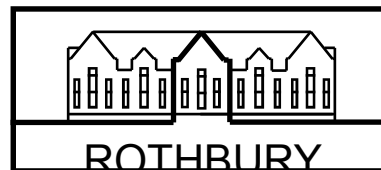
Morpeth Partnership of Schools



Where everyone is important



Morpeth Partnership of Schools



**Cambo First School**

Morpeth Partnership Policy

for

Leave of absence during  
**TERM-TIME**



September 2013



## Joint statement from the Headteachers within the Morpeth Partnership of schools

### **Introduction**

Children of a school age who are registered at a school must by law, attend that school regularly. Regular attendance is important, not just because the law requires it but because it is the best way of ensuring the child makes the most of their educational opportunities which are available. There may be occasions when a child has to miss school – for example, if he or she is unwell. Any other absences should be kept to an absolute minimum. In particular, parents should not expect to take their children out of school during term-time in order to go on holiday.

### **What the law says**

On 1 September 2013, the Education (Pupil Registration) (England) (Amendment) Regulations 2013 came into force, changing the rules about term-time holiday. The law states that you do not have the right to take your child out of school for holidays during term time.

The Local Education Authority works with schools to reduce the number of children missing school because of holidays taken in term time and schools can refuse your request to take your child out of school.

### **How the school deals with requests for term-time holidays**

There are certain times of the year when a child may experience extra problems because of missing school. These include examination periods, at the time of starting a new school and at the start of a new school term. In deciding whether to authorise your child's absence and give permission for a holiday in term time, the school will take these and other factors into account. The Headteacher will also look very carefully at the child's previous attendance record and should he or she have any concerns, for example should the child's average attendance be below 95%, it is very unlikely that the Headteacher will agree to authorise any further absence.

### **Issues parents need to be aware of**

If the school refuse your application and you still take your child out of school the absences will be treated as unauthorised. Unauthorised absences may lead to a Penalty Notice or a Summons being issued against you for irregular school attendance.

### **Applying for term-time holiday**

If you wish to take your child on holiday during term time, you must apply for permission at least two weeks in advance in writing using the attached form. Please ensure that you ask for authorisation from the school before booking the holiday. Permission for authorised leave of absence may be granted for holidays only in exceptional circumstances.

### **What are "exceptional circumstances"?**

It is the decision of the Headteacher as to what might constitute exceptional circumstances and each request for term time leave will be considered on an individual basis.

### **Avoiding term-time holidays**

We recognise that parents' circumstances (financial circumstances, working commitments, etc) vary enormously, but we are nonetheless required to ensure that children only miss school if it is absolutely unavoidable. We wish to reduce the amount of time lost to learning because we believe that children's absence during term-time can seriously disrupt their continuity of learning. When children are absent from school they miss not only the teaching provided on the days when they are away, but also less prepared for lessons building on that teaching after their return. There is a consequent risk of underachievement which schools and parents both wish to avoid.

