



**Together in truth and faith we learn and grow as God's family**

### **Holidays in term time**

*'Amendments have been made to the 2006 regulations removing references to family holidays and extended leave as well as the statutory threshold of ten school days. The amendments made clear that Head teachers may not grant any leave of absence during term time, unless there are exceptional circumstance. These amendments come into force on 1st September 2013'.*

For further details please follow the following link:

<http://www.education.gov.uk/schools/pupilsupport/behaviour/attendance/a00223868/regulations-amendments>

Since September 1st 2013 Head teachers have not been allowed to authorise holidays in term time at all except for special circumstances which include bereavements and families where parents work for the emergency services or the armed forces. In these circumstances holidays during the school holiday periods can be under 'lock down' preventing parents taking vacation time. Letters have to be provided to school from the superior officer of the parent and submitted with the leave of absence form.

The attendance records of all schools are analysed carefully and, this must result in penalty notices being given for unauthorised absence of children who are five years and over, of five days or more in any period of twelve consecutive weeks.

The registration information is collected by the Attendance Officer of Leeds City Council for this area. It is very likely that you will receive a Penalty Notice from them if you breach this.

Only the head teacher can determine the number of days a child can be away from school if the leave is granted.

At St Francis Catholic Primary School we work very hard to help your child learn and achieve well. To do this, we need you to help us in many ways. The most important way to help and support your child is to ensure that he or she attends school and is punctual.

There are many reasons for this:

- Being punctual is a skill that your child will need for life. It shows a respect for others and shows that school is important.
- Good attendance means that your child will be able to get the most out of school and make the most of the opportunities offered to them.
- It will ensure that there are no gaps in their learning. This will mean that the important foundations for future learning will be strong.
- There are approximately 175 days of non-school time. Please make every effort to use this time to book holidays and visit friends and family. It is important for your child to be at school so that they can achieve and attain well.
- Children who have good attendance generally achieve better than those who do not. They are able to make and sustain strong relationships and have a better understanding that school is important.

St Francis Catholic Primary School shares the government's determination to raise the levels of pupil attendance at school because we want to give the best future opportunity for all our children.