

Leave of absence in Term Time

Please think carefully before taking your child out of school during term time.

By law you must ask permission for your child to miss school. Leave in term time will only be given where there are exceptional circumstances. Parents who take a child of compulsory school age on holiday without permission may be issued with a penalty notice.

To help your child do well we ask that you:

- ✓ Arrange family holidays to coincide with school holidays
- ✓ Are aware of the potential impact on your child's education
- ✓ Avoid taking your child out of school when they are just starting. This is very important as your child needs to settle into their new environment.

Please be aware:

There are 190 statutory school days in one year. This leaves 175 days available to use for holidays. There is no automatic entitlement to time off in term time to go on holiday. Headteachers cannot authorise leave unless there are exceptional circumstances. Any period taken without the agreement of the school, or in excess of that agreed, will be classed as unauthorised and may attract a penalty notice. A 2-week holiday in school time means your child will have missed approximately 50 hours of learning.

Please consider the impact on your child & other pupils' learning

Taking your child out on holiday will also impact their peers. Adult time will have to be re-directed to help your child catch up on their return rather than supporting the whole class.

Absence will be authorised if:

- the pupil is absent with leave (defined as 'leave granted by any person authorised to do so by the governing body or headteacher of the school')
- the pupil is genuinely ill or prevented from attending by any unavoidable cause
- the absence occurs on a day exclusively set aside for religious observance by the religious body to which the pupil's parent belongs
- the school at which the child is a registered pupil is not within walking distance of the child's home and, where eligible, no suitable arrangements have been made by the LA for any of the following: the child's transport to and from school; boarding accommodation for the child at or near the school or enabling the child to become a registered pupil at a school nearer to his/her home
- the pupil is the child of traveller parents who are known to be travelling for occupational purposes and have agreed this with the school but it is not known whether the pupil is attending alternative provision
- there is a close family bereavement
- leave of absence has been applied for in advance and has been granted because of exceptional circumstances relating to the application (Parents should not expect that the school will grant leave of absence)
- leave of absence should be granted to allow a pupil to take part in a performance within the meaning of s37 of the children and young persons act 1963 of which a child performance licence has been issued

Before granting a licence the local authority must be satisfied that the child's education will not suffer. A school letter is requested as part of the licence application as confirmation of this. If a school believes a child's education will suffer as a result of taking part in a performance they should provide reasons to the local authority in writing. The information must be specific to the child.

Absence will be unauthorised if:

- no explanation is forthcoming from the parents or if the school is dissatisfied with the explanation (including medical reasons)



Wheatcroft Primary School Attendance: Facts and Advice for Parents

At Wheatcroft we believe the whole school community – pupils, parents, governors and staff, should be committed to excellent standards of attendance and punctuality to ensure our pupils have full access to the educational opportunities available to them.

Although we aim for 100% attendance the school has a target attendance for each pupil of **96%**

Attending school every day means your child will:

- Learn new skills
- Build on previous knowledge and understanding
- Make friends and build lasting relationships
- Have fun
- Take part in a wide range of activities

You can help your child by encouraging regular school attendance.

Did you know that the government classes a child with 90% attendance or below as a persistent absentee?

90% attendance is equivalent to missing 100 hours of lessons.

90% attendance is the same as missing $\frac{1}{2}$ a day per week; 4 weeks over the year & half a year's absence over 5 years!

If you take your child on a 2 week holiday in term time their **attendance for the year immediately drops to 95%**

Please **help** us and your child by ensuring their attendance remains above **96%**, allowing them to **fulfil** their potential.