

Friday 25<sup>th</sup> May 2018

Dear Parents,

**Holidays in term time**

I am getting an increasing number of requests for holidays during term time: currently 5 or 6 requests **every** week.

Please can I remind all parents that holiday in term time is not permitted.

I am getting an increasing number of requests for children to have holidays to celebrate milestone birthdays for various members of their families and this will not be authorised as an exceptional reason. If you think that you have an exceptional reason for requesting leave of absence for a holiday, please make the request before you book it. You will need to explain the specific exceptional circumstances that apply, and you may be asked to see either Mrs Witteridge or Miss Hester to discuss it.

I understand fully how much cheaper it is to go in term time, but this is not considered to be a reason for authorising term time holidays. I am also getting an increasing number of families taking extra days tacked on to an existing school break: this will also not be authorised unless there are exceptional reasons, and the fact that flights abroad could not be aligned with the school break is not an exceptional reason.

When holidays are taken that have not been authorised, the Local Authority will consider whether a fine is appropriate. This can even apply when a request has not been made, but the school has reason to believe that the absence has been due to a holiday.

Please consider the impact on your child's education and plan your holidays to fit with school breaks.

Yours sincerely,

Mrs J Witteridge

Headteacher

JW/letters to parents/newsletters/Summer term2018