

3rd October 2023

Dear Parent/carers,

We have had several holiday request forms since returning back to school. Below is all the legal information about what schools have to do as set by the local authority. The Education Act 1996 requires parents to ensure that their children receive an efficient full-time education. The law says that parents/carers whose children are absent from school without good reason are committing an offence. The Government remains very clear that no child should miss school apart from in exceptional circumstances and schools must continue to take steps to reduce absence to support children's attainment.

Holidays in term time

As a school we cannot authorise any holiday in term time. We have to report all holiday requests to the local authority who will issue fixed penalty notices for any pupil who accrues at least 9 sessions (4.5 school days) of unauthorised absence over 6 school weeks and could lead to legal intervention.

If you chose to take a **second holiday** you will be issued with a second fixed penalty notice and we have to refer this to the Local Authority, who may decide to prosecute you under Section 444 (1A) of the Education Act 1996; If in the circumstances mentioned in subsection (1) the parent knows that his child is failing to attend regularly at the school and fails to cause them to do so, he is guilty of an offence. The maximum sentence for this offence is a fine of up to **£2,500** and a **prison sentence of up to 3 months**. The court also gives you a Parenting Order.

Please consider this if you are planning any time away in term time during the rest of this academic year.

Lateness to school (arriving after 9.00am)

Regarding lateness we also have a duty to inform the local authority about children who arrive at school after 9.00am. Any child who arrives at school after 9.00am will be coded as unauthorised and 9 unauthorised absences within a 6-week period will result in the local authority issuing a fixed penalty notice.

We appreciate your support in this matter to ensure you child attends school regularly. If you wish to discuss this matter further please contact the school office to make an appointment with Mrs Dale (Lead Pastoral Office).

Kind regards

A handwritten signature in blue ink that reads 'L Richardson'.

Miss L Richardson
Executive Deputy Headteacher



*Raising aspirations and a love for learning through
courage, resilience, positive relationships and God's love.*

