



SUTTON ST JAMES C.P. SCHOOL
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Headteacher: Miss Claire Willows



3rd February 2017

Dear Parent/Carer,

In recent months the school has noticed an increased number of applications being made by parents to take their children on holiday during term time. The Governing Body felt that we should inform you of the guidance that the school is directed to take by Lincolnshire County Council. Some of you may be aware of Lincolnshire County Council's guidance that is published on their website. They state:

"The Education (Pupil Registration) (England) (Amendment) Regulations 2013 have removed the reference to holidays during term time and now provides that a leave of absence during term time will only be granted where an application is made in advance to the school and the school consider that the leave of absence should be granted due to exceptional circumstances relating to that application.

What amounts to "exceptional circumstances" is a matter for the discretion of the Head Teacher and should be judged on a case by case basis but it is unlikely to amount to an exceptional circumstance if it is merely claimed that a holiday abroad can only be afforded in term time or that a parent is unable to take leave during school holidays."

The school will, and has, authorised holiday during term time where the circumstances have been deemed exceptional. Every case is considered on an individual basis. When a child misses school for a significant length of time they miss valuable education. This can impact on them in later school life as they may miss something which forms a building block for future education to come. There are many weeks of school holiday available in which to take family holidays, and although we recognise that prices are higher during these weeks, we feel that the education of your child should be a higher priority than this.

Not only does your child taking holiday during term time affect their education, it also impacts on the school. The school is monitored through its attendance figures and when the school is visited by Ofsted and Lincolnshire County Council they look at the attendance rates of children in the school. School is held to account for encouraging children to attend school regularly and for the monitoring of attendance. It is a requirement that the school keeps you informed if your child's attendance drops below percentages advised by the Government through a letter, and that the school seeks the support of other professionals (Education Welfare Officers) if your child is persistently absent to support them in improving this.

We hope that you will work with the school to help your child gets the best start to their education as possible by not taking holidays during term time and by ensuring that your child comes to school regularly.

Yours sincerely

Mr. P. Horsfield
Chair of Governors, on behalf of the Full Governing Body