



Blakesley CE Primary School,
The Green,
Blakesley,
Northamptonshire, NN12 8RD

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25th June 2013

Dear Parents,

Term-time Holidays

As many of you are aware that the current legislation allows Headteachers to grant a leave of absence for the purpose of a family holiday during term time, up to ten school days leave per year. Headteachers can also grant extended leave for more than ten school days in exceptional circumstances. However this is changing from **September 1st 2013**.

From September, amendments to the regulations remove references to family holiday and extended leave as well as the statutory threshold of ten school days. The amendments make clear that **Headteachers may not grant any leave of absence during term time** unless there are exceptional circumstances (see below).

Headteachers will no longer be able to sanction up to 10 days holiday in term time. Any holiday in term time will be treated as unauthorised absence and will be taken into account when referring parents and families to the Education Welfare Services.

The regulations do allow Headteachers to sanction absence in “ exceptional circumstances ”. Please find below a list of allowable absences and those which will now be classed as unauthorised absences.

Allowed absence

- Sickness
- Emergency medical appointments
- Day/s for specific religious observance
- School is closed due to unforeseen circumstances

Allowed absence in exceptional circumstances (at the discretion of the headteacher)

- Family bereavement or close friend bereavement
- Other compassionate grounds
- Family wedding taking part on school day – not travelling to a wedding unless it is abroad.
- Family crisis
- Examinations off site
- Attendance at an event at the request of a public organisation
- Visit to new school – only if family is relocating
- “ House hunting ” – only if family is relocating
- Holiday where the school is in receipt of a letter from the employer stating that the employee is not permitted to take holidays in school holiday time.

Absences not allowed under any circumstances

- Planned medical check-ups – dental checks, eye appointments etc.
- Family holiday no matter what length
- Family trips
- Leaving early to travel to an event
- Visit to new school but family not relocating

All requests for absence due to exceptional circumstances must be placed in writing prior to the event.

Yours faithfully,
Lucy Burman
Headteacher.