

St Wulstan's Catholic Primary School

Family Holidays in Term Time

Children of school age who are registered at a school must, **by law** attend that school regularly. Pupils are required to attend school on 190 days each year. Satisfactory attendance is when pupils attend school for at least 95% of the possible sessions. Schools are required by law to take steps to maintain good levels of attendance, and OFSTED will make a judgement about attendance which can affect the overall judgement about the school.

10 days absence over a school year, whatever the reason, will take attendance to below 95%.

Each year at St Wulstan's a number of children are absent from school because their parents take them away on holiday during term time. A pupil's absence can seriously disrupt the continuity of their learning. Not only do they miss the teaching provided on the days they are away; they are also less prepared for lessons upon their return. Consequently there is a risk of underachievement, which we must seek to avoid. Additionally they may also have problems with friendships.

Authorisation for leave during term time will only be given in exceptional circumstances for example serious illness, significant family trauma or difficult circumstances within the family. It is the decision of the Headteacher as to what might constitute exceptional circumstances and each request for term time leave will be considered on an individual basis.

From September 2013 we will not authorise leave of absence in any of the following circumstances:

- Where the proposed absence would make the child's attendance fall below 95%
- Where the child has a history of poor attendance in previous years
- Birthdays
- Surprise holidays
- Treats to reward good behaviour or achievement
- Visits to relatives or friends except in exceptional circumstances (see above)
- Because it is cheaper in term time
- To enable travel to and from holidays outside of the school holidays

If you need to request leave of absence for your child during term time please complete the application on the reverse of this letter and return it to school. Forms must be returned to school at least six weeks before the requested leave.

