



Christ Church C.E. Primary School

Authorisation of holidays during term time:

- The school will not authorise any holidays during Term time unless in **VERY EXCEPTIONAL CIRCUMSTANCES, THERE IS A ZERO TOLERANCE POLICY.**
- A request for any holiday of 10 days or less where there are extenuating circumstances must be put in writing to the Head Teacher where the circumstances and the Child's attendance record will be discussed and a decision made.
- If a request of over 10 days in any school year is made it will **only** be considered where there are **VERY EXTENUATING CIRCUMSTANCES**, which have been discussed with the Head Teacher. The following factors may be relevant:
 1. The duration of the trip and its impact on the child's education, particularly in terms of continuity and learning
 2. The circumstances of the family
 3. The distance being travelled, the expense of such and whether the trip is seen by the family as a rare event in the child's school career;
 4. The child's previous attendance history
- Parents are encouraged to plan extended holidays to link into the school's holiday periods where this is possible.
- Children who will be absent for more than six weeks will be removed from the register until their return, though their place will be reserved until their expected return date (or beyond providing the school is kept informed of any changes to this).
- Where parents exceed the agreed holiday period, the extra time will be unauthorised unless there are exceptional circumstances.

Fixed Penalty Notices

May be given for the following reasons:

Unauthorised holidays during term time

Our advice to parents/carers is that any break in pupils' education is detrimental to performance and achievement. The law states that parents do not have the right to take their children out of school for holidays during term time.

If the school denies a request for term time leave, yet the child is taken out of school regardless, this will be regarded as an 'unauthorised absence'. This will be referred to the Education Welfare Service who will issue a Fixed Penalty Notice.