



## WOHL ILFORD JEWISH PRIMARY SCHOOL

### HOLIDAYS IN TERM TIME POLICY

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Reviewed by the Headteacher: February 2017

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Signature of Headteacher:

Signature of Chair of Governors:



## WOHL ILFORD JEWISH PRIMARY SCHOOL HOLIDAYS IN TERM TIME POLICY

### WHAT THE LAW SAYS

Parents do not have any legal right or entitlement to take a child out of school during term-time and should not expect any leave requested to be granted.

Headteachers should not grant leave of absence during term time. If the leave is granted, the Headteacher must be satisfied that there are exceptional circumstances that warrant the leave. The following are not considered to be exceptional circumstances:

- The availability of cheap holidays.
- The availability of the desired accommodation.
- Poor weather experienced during school holiday periods.
- An overlap with the beginning/end of term.
- You have not previously requested term-time leave.

If a parent takes their child out of school for a family holiday without the school's prior authorisation, the absence will be recorded as unauthorised and noted in the child's school records. Similarly, if a child goes on a family holiday which has been authorised by the school yet fails to return by the agreed date, any additional time absent from school will be counted as unauthorised. If a child fails to return within 10 days of the expected date of return, then the school may remove the child from the school role and notify the council accordingly.

If a child is absent from school without authorisation, the parents will be served a penalty notice, by the London Borough of Redbridge, of £60 (per parent) which, if not paid within 21 days, rises to £120. If parents are issued with a penalty notice and fail to pay it within 28 days, they will be prosecuted in court.

## **HOW WE RESPOND TO REQUESTS FOR FAMILY HOLIDAYS DURING TERM TIME**

The school will, as a rule, refuse to authorise leave for family holidays during term time. The school will only consider requests for a close family event (eg funeral, wedding, Barmitzvah) and only for a limited period of time, and will take into account:

- The child's attendance record.
- The time of year requested.
- The length of the request.
- The disruption to a child's education.
- Whether requests have been made in the past.

## **WHAT PARENTS CAN DO**

Parents should avoid making a request during term time especially:

- Close to or during exams/tests.
- When important work/activity which cannot be repeated is taking place.
- During the first week of term or when a child is transferring from one key stage to another.
- During the first year in a new school.

If a request is absolutely necessary, parents should make it as early as possible. If the school does agree to a parent's request, the parent should plan how to help their child to catch up with any work missed and what work will be undertaken while away.

It is vital to remember that taking a child out of school during term time undermines the importance of education and that every lesson counts!