



Saint Paul's Catholic High School

July 2021

Guidance on Holidays during Term Time

At Saint Paul's Catholic High School we are committed to ensuring that your child reaches their full potential in all aspects of their education. In order to achieve this it is vital that your child attends school regularly and punctually.

Since 1st September 2013, the law does not give any entitlement to parents/carers to take their child on holiday during term time. Any application for leave of absence during term time will only be considered by the Head Teacher if there are exceptional circumstances that warrant the leave being granted. Only the head teacher can authorise any leave of absence during term time. Requests for leave of absence in term time must be made in writing to the head teacher and if not authorised will be considered by the local authority for statutory action. Any leave not applied for will not be authorised retrospectively and those parents are now warned they will be considered for statutory action.

As a school, we fully appreciate the financial difficulties that some parents/carers face when booking holidays, particularly during school holiday periods however the Local Authority monitor all schools' absences during term time and challenge schools that do not adhere to the legislation.

I hope that you, as parents/carers of a child attending Saint Paul's Catholic High School, will support us on this matter by not booking holidays during term time or taking leave of absence without permission and recognise that the legislation will bring about increased attendance in school and improved attainment for your child.

WHAT IF I NEED TO TAKE A HOLIDAY IN TERM TIME?

We would expect a holiday request letter from a parent or carer to be sent to the Head Teacher. We would strongly advise such a letter is done before planning any leave of absence.

Absences will be marked as unauthorised in the register and this may result in a penalty fine of £60 (rising to £120) per parent per child being issued by the Local Authority. In some cases parents may be prosecuted for the offence of failure to ensure regular attendance at school.

Further information can be found on the DfE website at: www.dfe.gov.uk

BELONG BELIEVE ACHIEVE

