



December 2013

Dear Parents,

The Government has now introduced some significant changes to attendance regulations for pupils at school from September 2013, some of which you need to be aware.

The most important of these is in relation to term-time family holidays .

'Amendments to the 2006 regulations **remove** references to "holiday" and "extended leave" as well as the statutory threshold of ten school days. The amendments make clear that head teachers **may not** grant any leave of absence during term time unless there are **exceptional circumstances**.

The government has not defined the 'exceptional circumstances' referred to in the 2013 regulations. It is for the Head teacher to decide what he/she views as exceptional circumstances.'

Clearly there are many situations that constitute exceptional circumstances, but I interpret 'exceptional' in the context of being of unique and significant emotional or educational value to the child, which outweighs the loss of teaching time. While it is important to look at the whole situation from one case to another, the normality will be that requests will be refused.

Parents are therefore asked to respect these new regulations under which we must now work, and that if there is a need to take a child out of school during term time, it must be made very clear in the request how the circumstances are exceptional.

May I ask that you respect these new regulations under which we must now work and that if you need to take your child out of school during term time, you make very clear in your request how the circumstances are exceptional. I would expect this request in the form of a letter outlining your circumstances accompanied by the relevant forms. If your request is not clear, I will not be allowed to grant leave.

In addition to this new legislation there are also new regulations in which the imposition of penalty fines for parents and carers taking children out of school in unauthorised circumstances will now be imposed more strictly by the local authority.

Yours sincerely

Mrs Julie Leeman

Headteacher



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