

17 July 2013



Dear Parent/Carer

The Department for Education (DfE) has announced important amendments to legislation surrounding holidays in term time.

From the 1 September 2013, **the new law does not give any entitlement to parents to take their child on holiday during term time.**

The Education (Pupil Registration) (England) Regulations 2006 previously allowed Headteachers to grant leave of absence for the purpose of a family holiday during term time in "special circumstances" of up to ten school days leave per year. Headteachers could also grant extended leave for more than ten school days in exceptional circumstances. Amendments to the 2006 regulations remove reference to **family holidays** and **extended leave** as well as the statutory threshold of **ten school days**.

Any applications for leave of absence must be in **exceptional circumstances** (for example: leave for a member of the Armed Forces) and the Headteacher must be satisfied that the circumstances warrant the granting of leave. Parents can be fined by the Local Authority for taking their child on holiday during term time without consent from the school.

In the academic year 2011 to 2012, **9.7% of all absences in England were due to parents taking their children out of school during term time.** This high level of absence has led the DfE to make this important change to legislation.

As a school, we fully appreciate the financial difficulties that some parents face when booking holiday, particularly during school holidays. However, there is an expectation that all schools introduce firm policies and stringent checks to ensure that there is a significant reduction in the number of absences during term time.

From **1<sup>st</sup> September 2013** the amendments to 2007 regulations will reduce the timescales for paying a Fixed Penalty Notice. Parents will have **21 days** instead of **28 days** to pay the **£60**. If unpaid, the fine will double to **£120** and parents will have **28 days** instead of **42 days** to pay. Source: *The Education (Penalty Notices) (England) (Amendment) Regulations 2013 (SI 2013/757)*.

I would like to take this opportunity on behalf of the school to thank you for your full support in this matter by not taking your child out of school during term time.

Further information can be obtained from [www.dfe.gov.uk](http://www.dfe.gov.uk).

Yours faithfully

A handwritten signature in black ink, appearing to read 'M Holland', with a long horizontal flourish extending to the right.

Mr M W Holland  
**Headteacher**