



# Ryecroft C.E. (C) Middle School

Ashbourne Road, Rocester, Staffordshire, ST14 5NW

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Executive Headteacher: Mr P. Slack

Headteacher: Miss R. Baramuszcak

18<sup>th</sup> January 2017

Dear Parents / Carers

## Regarding Leave of Absence during Term Time

As you will be aware there has been some ambiguity over the regulations for Leave of Absence during term time, in light of the recent Isle of Wight case.

We strive to achieve high levels of attendance for our pupils, with as few missed educational opportunities as possible, in order to maximise your child's educational opportunities. Consequently we hope your child can achieve 95% or above school attendance over the academic year.

Regarding holiday requests during term time, or other requests for leave of absence, it remains the case that Headteacher's may only authorise such absences if there are '**exceptional circumstances**'.

We feel it is important that it is clear for parents / carers to understand Staffordshire County Council's view regarding absence and penalty notices, and so have included their statement below, with information explaining what a penalty notice is.

### **PENALTY NOTICE INFORMATION**

*Attendance at school is extremely important and being regularly absent will affect your child's ability to learn and do well.*

*You may be aware of a recent court case which focused national attention on the fining of parents for taking their children on holidays in school term time.*

*As a result of this, the county council are reviewing the rules around unauthorised absence and issuing penalty notices to parents.*

*Whilst the review is ongoing, head teachers will continue to review all requests for leave in term time and report all unauthorised absences to the county council.*

*As a temporary measure when a child has more than 10 days or more unauthorised absence over two half terms in a row, then a penalty notice may be issued to the parents/carers of that child.*

*If you have any questions with regards to this, please contact your Local Support Team. Contact details can be found online at [www.staffordshire.gov.uk/LST](http://www.staffordshire.gov.uk/LST)*

*July 2016*

*Staffordshire County Council.*

### **WHAT IS A PENALTY NOTICE?**

A fine of £60 per parent / carer (per child) if paid within 21 days from the date of issue. If this Penalty is not paid, the amount rises to £120. If after 28 days of the date of issue the £120 is not paid the Local Authority will prosecute you under section 444(1) of the Education Act 1996. This will lead to a hearing in the Magistrates Court and may result in a fine of up to £1000.

We request that any applications for leave of absence (holiday) are required to be put in writing to the Head teacher, at least 2 weeks in advance.

Thank you for your continued support.

Yours sincerely

**Mr S Bardon**  
Deputy Headteacher

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