



COOMB BRIGGS PRIMARY SCHOOL

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Dear Parent/Carer

RE: HOLIDAYS DURING TERM TIME

Following recent Government legislation relating to pupil absence (Statutory Instrument 2006. No. 1751), and a meeting with the Education Welfare Service, the Governors have been required to update the school's policy regarding holidays during term time.

All schools have been set a target of at least 95% attendance for this year. Attendance in all four Immingham Primary Schools is monitored by the Education Welfare Officer. You may not realise that a pupil who is out of school for 10 days in an academic year will only attain 94.7% attendance.

All applications for leave of absence (for any reason) should be made in advance by the parent/carer to the Head. All requests for absence will be treated on a case by case basis, giving us the flexibility to respond to difficult specific circumstances. We are advised that parents should understand they have no legal right to time off school for family holidays and permission will only be granted in exceptional circumstances.

The Education Welfare Service will be informed of any days where:

- leave has not been granted and parents still take a child on holiday
- a holiday is taken without requesting leave of absence
- days in excess of any permitted leave are taken.

Options open to the Education Welfare Service include:

- the implementation of the Fast Track Procedure, which commences with a School Attendance Panel Meeting, and could lead to prosecution, under Section 444 of the Education Act 1996
- a Penalty Notice could incur a fine.

The Governors of our schools, some of whom are parents at the school, are aware of the effect holidays taken in term time are having on overall attendance and, potentially the achievement of pupils. We would urge your support in this matter and ask you not to take your child out of school for any reason, except the most exceptional of circumstances.

Mrs J Day
Headteacher

