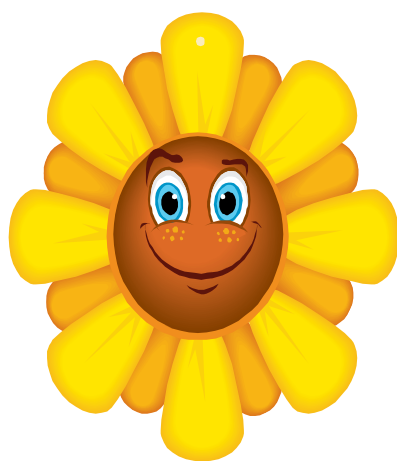


# EASTFIELD PRIMARY SCHOOL

## HOLIDAY POLICY



## TERM-TIME HOLIDAY POLICY

Schools in Hull and the City Council are working together to improve the education on offer to your child. We want to work with you in this, as we know it is extremely important for parents and carers to be involved in these improvements.

One of the most important issues that we have in Hull is the level of pupil absence from school. We know that children who are not in school cannot learn. Unfortunately, in Hull the level of absence is much higher than elsewhere in the country.

By the agreement of the Governing Body of Eastfield School, the following reasons that are acceptable for your child to be absent:

- Sickness/illness, (Medical certificate may be required for prolonged period of absence)
- Medical appointments that have to be made during school hours as no other appointments are available, proof of appointment should be shown at the main office)
- Approved religious observance (subject to a written request)
- Short term family crisis
- Holidays as outlined below

Request for authorised holidays in term-time have been considered by myself and the Governing Body, and our policy with effect from September 2011 will be as follows:

- Pupil school career attendance to be over 95%
- Holidays must be taken in either one or two blocks and not odd days
- Holidays that fit this criteria must not exceed more than 20 sessions (10 school days)
- Penalty Notice for unauthorised term time holiday – criteria for this Penalty Notice is 20 sessions of unauthorised holidays in 1 school year.

We ask for your help and support in this matter, to please try to arrange any holidays to be taken during the 13 weeks of school holidays.

When your child is absent from school they will find their learning disrupted. The early years are especially important as missing out on particular areas of learning can have a long term effect on your child's progress and achievement throughout their schooling.

Children & Young Peoples Services

ABSENCE OF PUPIL  
FROM SCHOOL ON ANNUAL HOLIDAY

*This form should be completed by the parent/guardian and forwarded to the Head of the pupil's school for signature and approval before the period of absence.*

Name of Pupil:..... Class .....

Home Address.....

.....

Eastfield Primary

School Attended.....

Will be absent from school from.....  
(1<sup>st</sup> day of absence)

Will return to school on .....

going on annual holiday to.....  
(destination)

Signed..... (Parent/Guardian)

Date.....

*NOTE: Under Regulation 8 (3) (4) of Education (Pupils registration) Regulations 1995, a pupil may be granted leave of absence during term time for not more than two weeks in any academic year for an annual holiday.*

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HOLIDAY REQUEST - RESPONSE SLIP

Name of Child..... Class.....

School Career Attendance Percentage .....

Dates Authorised .....

*(Maximum of 10 days in any academic year)*

*Dates Unauthorised* .....

Signature ..... (Headteacher on behalf of the Governing Body)