**Duddon St. Peter’s CE Primary School**

 **‘Be the best you can be.’**



Dear Parent/Carer,

As a Governing Body, we are responsible for ensuring high levels of attendance by pupils. Over the last couple of years, the school has had an above average percentage of absence due to holidays being taken during term time. We therefore ask that parents consider the following information very carefully.

**Holidays**

The school holiday dates are published a year in advance and we strongly advise parents/carers to book their family holidays during the school holidays.

**The law from 1st September 2017 does not give any entitlement to parents to take their child on holiday during term time.**

Any applications for leave of absence must be in exceptional circumstances and the Head teacher must be satisfied that the circumstances warrant the granting of leave.

**Applications for leave of absence must be submitted to the school at least one month in advance. Parents will be fined by the Local Authority for taking their child on holiday during term time without consent from the school.** **Fines incurred will be: £60 per child, per parent.**

**The following circumstances may allow the school to give authorised leave for holiday absences due to ‘exceptional circumstances’:**

• service personnel returning from/scheduled to embark on a tour of duty abroad

• when it is company policy for an employee to take leave only at a specified time in the year (evidence will be required)

• where a holiday is recommended as part of a parent or child’s rehabilitation from a medical or emotional issue (evidence will be required)

• may include special occasions such as attending the wedding of a family member or the birth of a sibling

• a unique situation such as the serious illness of a parent, grandparent or other close relative and the holiday is likely to be the last opportunity to experience the holiday together

• a significant family trauma where the child may benefit from the holiday to deal with the situation better

• being of a unique and significant emotional, educational or spiritual value to the child, which outweighs the loss of teaching time.

Yours sincerely,

*Chair of Governors*

I agree to a 10% reduction in my salary

I do not agree to a 10% reduction in my salary 

**‘Be the best you can be.’**

18th November 2019

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