



Royal Cross Primary School

Lancashire's school for deaf children

Dear Parents

Pupil Attendance – Leave in Term Time

The Government amended key legislation relating specifically to the authorisation of leave in term time. This came into force on the 1st of September 2013. The decision was made to encourage schools to take a firmer stance on unnecessary absence and to clarify the understanding around time off in term time for holidays.

As of 1st September 2013 Headteachers cannot authorise any leave of absence during term time unless they are satisfied that there are exceptional circumstances to warrant the granting of leave.

The legislation only allows the Headteacher to authorise such leave in exceptional circumstances. 'Exceptional circumstances' are defined as 'rare, significant, unavoidable and short'.

Parents/carers should complete the form and return it to school for consideration well in advance of the proposed leave and before committing to any expense.

We hope that all parents/carers will acknowledge and understand the limitations placed on schools in granting any leave in term time. We need parents/carers to support the school in our efforts to reduce unnecessary absence and minimise the impact of absence on the education of our pupils.

There is a copy of the attendance policy in the website and a paper copy is available from school on request. Please contact school if you need any further information.

Thank you for your support in this
Bev Hennefer
Headteacher
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