



# St John's Highbury Vale C of E Primary School

Conewood Street, London N5 1DL

Tel: 020 7226 4906

E-mail: [admin@stjhv.islington.sch.uk](mailto:admin@stjhv.islington.sch.uk)

Head of School: Mrs Lindsey Hodgson

Executive Head: Mrs Tonnie Read

Tuesday 1<sup>st</sup> March 2022

Dear Parent/Carer,

## **Re: Family Holidays and Special Leave in Term Time**

I am writing to remind you of St John's school policy about holidays or leave during term time.

The law requires parents to ensure their child's regular attendance at school and normally we would not expect you to take your child out of school for either a holiday or term time leave. There is no automatic right to a holiday in term time. We have been very lenient in recent months, due to the last two years with the pandemic, however we must now revert back to expectations we had before March 2021.

Head teachers can use their discretion and grant absence in exceptional circumstances, a holiday is generally not considered as an exceptional circumstance.

When considering the timing, please remember the following:

- An absence of two weeks will mean that your child misses out on 10 literacy lessons and 10 numeracy lessons.
- Research shows that children often do not catch up from work missed – this could have serious consequences for their learning and progress.
- Your child's absence could affect other pupils - the time teachers have to help all the children in a class is reduced if they spend time helping your child catch up after a period of absence
- There are 175 non-school days in each year for holidays, cultural experiences and family time.

If after these considerations, you feel it is absolutely unavoidable to take your child on a special leave of absence in term time; you must make an application in advance. Forms are available from the school office and we request that you apply prior to booking your travel and no later than 4 weeks in advance of any proposed special leave.





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The local education authority and the national government strongly discourage schools from allowing term time holidays or other reasons. While you can be assured that each request will be considered on its individual merits, our practice is to only authorise leave in exceptional circumstances.

If we do agree to a leave in term time, it is very important that your child comes back to school on the date agreed. Failure to return could result in your child being deleted from the school roll or legal action being taken against you for the unauthorised absence. Our school has a duty to keep children safe and this includes knowing where they are.

If you withdraw your child during term time and we have not agreed to it, this absence will be unauthorised and could result in a penalty notice (a £60-£120 fine) or a summons to court.

Our aim is to ensure our pupils receive the most from their education and I hope we can count on your support in this matter.

Yours sincerely,

Lindsey Hodgson

Head of School

