



Reaching for the Stars !

Please Read before Requesting Holidays During Term Time.

Our Position on Non-Attendance at School

Dear Parent/Guardian,

October 2022

Pupil attendance at Davyhulme Primary School is generally good, however the Governing Body has decided this is now time to issue a reminder that school attendance is a legal requirement except for exceptional circumstances, for example illness or medical appointments.

A child's education attainment naturally depends on support from Parents/Guardians, including ensuring regular attendance, in addition to the efforts made by the child and the work of various teaching/non-teaching staff at school.

Davyhulme Primary School has been judged "outstanding" for many years, and the Governing Body remains determined to ensure pupils are able to take full advantage of the skills of all staff and annual budget, currently well in excess of £2million.

If a pupil is absent for just a few days they can miss a vital stage in learning about a new subject, for example "fractions" in mathematics. Teachers will continue to do their best to ensure a pupil absent due to medical reasons is able to catch up without detriment to that pupil or the rest of their class.

This Governing Body continues to support the Head Teacher who has national guidance that time off school for family holidays is not a right.

Except in the case of illness, there is a formal process to request non-attendance at school and this must be resolved prior to other commitments being made, with each request for Holiday Absence being judged individually. The Head Teacher is likely to base the decision on the age of the child, the child's stage of education and progress, overall attendance pattern of the child, and the time of year (whether it coincides with examinations).

Amongst other reasons, the Head Teacher is advised not to authorise Holiday Leave simply to enable a family to access low cost holidays, availability of the desired accommodation, or where it overlaps with the beginning or end of term.

If a family takes holidays in term time, which is deemed disadvantageous to a child's education, the school can request that the Pupil Absence Team issues a fixed penalty notice.

Where a family deliberately takes a holiday in term time without permission from school, and it can be demonstrated that the Parent/Guardian understood permission had not been granted, the school can request the issue of a fixed penalty notice.

Unfortunately we do not have the luxury of authorising holidays during term time anymore (Covid has created big gaps in children's education) so our default position will be to NOT AUTHORISE such requests. Parents should still fill the forms in though, for our records, as otherwise we are more likely to request that parents be fined (£60 each and £60 per child if they have not made the request). During an academic year any pupil with an attendance rate that falls below 96% (without good reason as designated by the school) is more likely to be issued with a fine.

The headteacher will not enter into lengthy correspondence with parents and carers whose requests have been turned down, all documentation will be placed on file during the time that the pupil is at Davyhulme Primary School (and then shredded when they leave) and will be referred to before any decisions are made to issue fines or if further holidays are taken in the future.

Yours sincerely,

Mr P McDowell

Headteacher

