

15th September 2017

Dear Parents/Carers

Term Time Holiday Leave

Amendments to the regulations regarding students being granted leave of absence in term time came into force on the 1 September 2013. Following the result of the Supreme Court Judgement on the 18th April 2017, the County Council is continuing to issue Penalty Notices for unauthorised holiday leave.

The law gives no entitlement to parents to take their child on holiday during term time. No parent/carer can demand leave of absence as a right; however individual cases are considered and "holiday leave" may be granted in **exceptional circumstances**.

In all circumstances of holiday leave, a written application **must** be made in **advance** by the parent/carer and a date for the pupil's return to school agreed. Parents will be informed in writing as to the decision made regarding the absence.

Where leave of absence has not been granted but is taken by the family, the Local Authority may issue a penalty notice* to each parent for each child.

*The Penalty Notice shall be a sum of £120 if paid within 28 days. This shall be reduced to £60 if paid within 21 days.

Yours sincerely

Mrs S Horn
Trust Education Officer