

JC/jfh

17 September 2015

Dear Parents,

Absences from School

I am writing to you all to clarify the guidance and policy regarding time out of school. You will remember that I spoke to you all at the Induction Evening when your child first started at Stamshaw Infants. This letter will help to make clear the reasons why many requests **cannot** be authorised.

As a school, we are committed to ensuring that your children have the best opportunities possible for their educational needs and future prospects. Children who miss too much school, quickly fall behind in their learning and it can be difficult for them to catch up. Your child's education is valuable and it is an entitlement. Government expectations have changed and it will only be on **very rare occasions** that absence will be authorised by the Head Teacher. Unauthorised absence will be discussed with the Local Authority School Attendance Service who will decide whether to take legal action.



- 1. No Holiday requests will be authorised in the Autumn Term (September, October, November and December).**
- 2. No requests will be authorised if your child's attendance falls below 96%.**
- 3. No requests will be authorised during May or June or any other times when National Testing takes place.**
- 4. At all other times, a maximum of 5 days will be authorised only.**

I am grateful to you all for your support. I know that at times it can be challenging to spend time together as a family, but missing valuable learning at school will be detrimental to your child.

The school was praised during our recent Ofsted Inspection for working so hard to encourage good attendance. Thank you to all of you who have supported us in ensuring that children are attending school everyday in order to secure the best possible life chances.

Yours sincerely,

Mrs J Cooper
Headteacher