



Curiosity Creativity Confidence

Acting Co-Head Teachers: Mrs T. Nener and Mrs T. Smith

Co-Chairs of Governors: Mrs F. Cave and Mr A. Spence

Date: 23rd February 2024

Request for leave of absence during term time

Here at James Watt Primary, we are aware that many of our parents have family & friends that live in other countries far away from the UK. We also understand that you and your child/children may not have seen those family members for a considerable amount of time, which can be very difficult as it is not easy to be apart from loved ones.

As a result of this, many families choose to take their holiday to visit family abroad during school term time. There is plenty of evidence to show that taking a holiday during term-time can be significantly cheaper than during the school holidays.

As a school we recognise that it is tempting to take your child out of school due to the cost implications and we sympathise that there is a cost of living crisis and prices are cheaper during the school term, but we need to make it very clear that we are unable to authorise any leave of absence during term time unless there are exceptional circumstances. If the reason for going away is due to relatives being unwell/sick, then unfortunately this does not meet the criteria for exceptional circumstances.

Taking your child out of school can result in a penalty fine being issued by Birmingham Local Authority. For more information on this process and what you need to do to avoid legal action, please visit the Birmingham City Council Website:

www.birmingham.gov.uk/info/20014/schools_and_learning

Having a prolonged period of absence can have a significant impact on your child's learning and development. For example, our children in reception are already learning how to read and write, so a long period of absence is likely to delay their progress.

The routines children develop around attendance and punctuality at school are the same as the expectations of any future employer in the world of work. High attainment, confidence with peers and staff, and future aspirations depend on good attendance.

If you have any questions about leave of absence during term time, or your child's attendance, please do contact me.

Yours sincerely

Mr Roberts
Pastoral Manager

