



Greenfield Primary School

Excellence and Enjoyment for All

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Headteacher: Mr M Wood M.Ed.

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Dear Parents/Carers

School has been given this information to share with parents.

RE: A reminder for parents/carers in this period of recovery from Covid-19 for attendance.

Holidays/Extended Leave in Term Time:

Taking holidays/extended leave in term time will affect a child's schooling as much as any other absence and we would like parents to help us by not taking children away in school time. There is no automatic entitlement in law to time off in school time to go on holiday.

Amendments to the 2006 regulations made clear that the Headteacher may not grant any leave of absence during term time unless there are exceptional circumstances. The Headteacher should also determine the number of school days a child can be away from school if the leave is granted.

Note: If holiday / term time leave is not authorised, the school must use the 'G' code to mark the absence. Where G codes have been used to record absences and meets the criteria for a Penalty Notice fine to be issued, the school can refer to Local Authority to issue such.

Parents need to be aware that:

- ~ Any request for leave of absence must be made to the Head Teacher in advance.
- ~ National studies have shown that there is a strong link between school attendance and attainment at school.
- ~ Poor attendance can seriously disrupt learning and is strongly discouraged especially at the start of the new academic year and during periods of exams.
- ~ In primary schools, any absence can have a real impact on the basic literacy and numeracy skills of some children.
- ~ Keeping children away from school for no good reason is a criminal offence.

The Local Authority is responsible for ensuring that all children, regardless of their circumstances, are entitled to a full-time education which is suitable to their age, ability, aptitude and any special educational needs they may have.

Best Wishes and Take Care

Mr M Wood
Headteacher