



1<sup>st</sup> November 2023

Dear Parents & Carers,

### Holidays taken in term time

I write because I am concerned by the number of children absent from school due to a holiday taken in term time.

Parkland Primary school and its staff regard regular attendance of children at school as being vital to each child's education and development. It is for this reason that non attendance (however short or infrequent) are treated seriously.

Recently we have experienced instances where parents have reported that their child/children are ill, when in fact they are absent from school due to a family holiday. The school has a duty of care to ensure the safety and whereabouts of its pupils and will therefore make any necessary enquiries/home visits, until satisfied, with the reason for a pupil's absence. This is particularly important where it is thought pupils are not at home.

In future you may be requested to provide medical evidence, in the form of a letter from your GP, sight of prescribed medication, or evidence of hospital appointments/treatment to indicate your child was not fit to attend school.

Parents should be aware that the law now enforces the position regarding holidays. The Education (Pupil Registration) (England) (Amendment) Regulations 2013, which become law on 1st September 2013, state that the Headteacher may not grant any leave of absence during term time unless there are exceptional circumstances. A family holiday during term-time therefore does not fall under the category of 'exceptional circumstances'. The parent(s) of any child who has a total of 5 days absence recorded, as a result of an unauthorised family holiday may be fined. We are required to inform Leicestershire County Council who will issue penalty notice.

At Parkland Primary we consider 96% attendance and above, with no unauthorised absences, as being good attendance. I would ask for your support in helping your child to achieve this target.

Yours sincerely,

Mr A Hayes  
Interim Headteacher