



ALL SAINTS RC SCHOOL, YORK
Diocese of Middlesbrough



Holiday in term time policy

“And let us not grow weary of doing good, for in due season we will reap, if we do not give up.” (Galatians 6:9)

1. Principles of the Policy

The school policy, in line with Government guidelines, is that parents should not take their children out of school during term time. The DfE (Department for Education) document “Is your child missing out?” (School attendance: Information for parents [Available here](#)) states that “You should not expect your child’s school to agree to an absence for a holiday during term time.

In order for consideration to be given, requests for absence must be for exceptional circumstances only. The provision for Headteachers to authorise absence for the purpose of a family holiday is no longer available.

2. Definitions

- Term time – The days that the school is in session as defined by our school calendar.

3. Aims

We are committed to giving every child at All Saints RC School the best education they can have and the very first step of this is keeping student attendance as high as possible. This policy supports this commitment.

4. Implementation

In order for consideration to be given, requests for absence must be for exceptional circumstances only. The provision for Headteachers to authorise absence for the purpose of a family holiday is no longer available.

Exceptional circumstances could include (Evidence would be required in each case):

- Service personnel returning from a tour of duty abroad where it is evidenced the individual will not be in receipt of any leave in the near future that coincides with school holidays.
- Where an absence from school is recommended by a health professional as part of a parent or child’s rehabilitation from a medical or emotional issue.
- The death or terminal illness of a person close to the family.
- To attend a wedding or funeral of a person close to the family.
- Where there are exceptional and unforeseen circumstances that fall outside of above, then the Headteacher will make a decision.

If a request meets the above exceptional circumstances but falls within the following times, the Headteacher must be convinced that absence from school is the only option:

- The first half term of any academic year (applies to all pupils).
- Year nine options time (for pupils in year nine).
- At any time during years 10, 11, 12 &13 (for all pupils in these year groups).
- At any time specified by the school.

5. Roles and Responsibilities of Staff

Learning Leaders will consider requests and respond to parents in light of this policy. Where it is not clear if the request is an exceptional circumstance then they will consult with the Head teacher. Learning Leaders will liaise with our Attendance Officers who will keep a log of all requests and decisions.

6. Monitoring, Evaluation And Review

The Governing Body will review this policy every two years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

7. Availability

This policy will be available on the school website and upon request through the Headteacher's Secretary.

Person Responsible:	Headteacher
Reviewed by:	Governors' Pastoral Committee
Last Review Academic Year:	March 2015
Next Review Academic Year:	March 2017