



The Neale-Wade Community College

A Mathematics & Computing Specialist College

Wimblington Road March Cambs PE15 9PX

Principal: Tim Hitch



Maths &
Computing



Cambridgeshire
County Council

Our Ref: TJH/HMF

15th July 2008

Dear Parents/Carers

HOLIDAYS DURING TERM TIME

Parents want the best for their children and having a good education is an important factor in opening up more opportunities for them in their adult life. Missing school carries costs for your child in both the short and long term.

Taking your child out of school for a family holiday - or even a routine check-up - means they can be left behind in class. In a busy school day it's difficult for teachers to find the extra time to help a child catch up.

To support parents the Government has in place an attendance campaign called 'Every Lesson Counts'. This aims to create awareness among parents and young people on the importance of attending school and to provide practical suggestions and advice to parents to help them improve their child's attendance.

Through this campaign The Department for Children Schools and Families has formed a partnership with the UK travel industry to launch 'Every Lesson Counts' to provide parents with information about the 'best deals' available for holidays during school holiday periods.

The web address for further information is www.parentscentre.gov.uk/every_lessoncounts/

The School's Policy

In line with the guidance at both local and national level the School Governors have finalised the school's position regarding holidays during term time and in view of the detrimental effect that missing school has on a student's education they will not allow the school to authorise any holiday during term time.

Reasons why you might want to take your child out of school and what to do:

- **Illness**
When your child is ill, follow the school's illness procedures and let them know as soon as possible on the first day that your child is ill.
- **Medical appointments**
Always try and arrange routine appointments and check-ups outside of the school day, out of term time or during school holidays. When this isn't an option, always

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give the school as much advance warning as possible and let them know the time of the appointment.

- **Bereavement**
Let your school know as soon as possible if someone in your immediate family dies and when your child will be out of school. They will want to make sure that staff and pupils act sensitively on their return.
- **Religious festivals**
Ask your school well in advance if time off is required for recognised religious reasons that fall outside school holidays.
- **Exclusion**
If you receive a letter from the headteacher that your child must stay away from school either permanently or for a set number of days (up to 45).

When you shouldn't take your child out of school

Reasons why you should not take your child out of school and what it means for you:

- **Holidays**
Book your holidays early and take advantage of offers available for the school holidays, such as those available at the '**Association of British Travel Agents**', '**Federation of Tour Operators**' or '**enjoyEngland**'. The school will not authorise time off for holidays during term time.
- **Birthdays**
Your child should be in school even if it is their birthday. They can celebrate with the family before or after school.
- **Shopping**
Or any other activity for which there is no serious reason for your child to be away from school is not an acceptable reason for them to be missing lessons.
- **Truancy**
Skipping school is not acceptable and may well have consequences for you as a parent as well as your child - it also raises serious child safety issues. Parents can still be fined or prosecuted even if they did not know that their child was not attending school.

If you feel that you have particular mitigating circumstances that affect the need to take a holiday during term time please inform the school in writing.

Yours sincerely

Mr T J Hitch

Principal