

## **Criteria for granting permission for holidays in term time**

Holidays in school time: Government guidance states that 'under exceptional circumstances' the Head Teacher may consider giving permission for a child to be absent from school for a maximum of ten days in the school year.

### **Permission will not be granted:**

If the pupil is due to take a public examination during the holiday period (SATs or GCSE)

If the pupil has an attendance level that is, or would fall to an unacceptable level should the holiday go ahead, it would therefore be in contravention of the school's attendance policy.

If a leave of absence has already been taken in that academic year

If the request for absence is at the start of the Autumn term – i.e. all holidays during September will be 'unauthorised'.

**Fixed penalty fines:** £50 per child per parent could be issued by the Local Authority in certain cases, for example, taking holidays in term time, having unauthorised absence, being stopped during truancy sweeps or being in attendance procedures