

BEAMINSTER SCHOOL



REQUEST FOR LEAVE OF ABSENCE INFORMATION In Exceptional Circumstances Only

Any time away from school can have a significant impact on educational attainment, success in later life and longer-term health and well-being.

The Government has changed the law with regard to granting term time leave of absence.

This replaces the 2006 regulation that allowed schools to grant up to 10 days leave of absence at their discretion.

The law now states that:

Schools may not now grant ANY leave of absence during term time unless there are EXCEPTIONAL circumstances.

Term time holidays will therefore not be authorised by the school.

In law, parents and carers are committing an offence if they fail to ensure the regular and punctual attendance of their child at school. Therefore, any unauthorised absence, such as taking holidays in term time, can result in the issuing of a Fixed Term Penalty Notice by the Early Intervention Team.

Parents and carers will have 21 days to pay this £60 fine after which it goes up to £120.

Failure to pay a Fixed Term Penalty Notice within 28 days may result in a criminal conviction and a fine in a Magistrate's Court of up to £1000. A fixed Penalty Notice might also be issued if a child's attendance falls below 90% and no satisfactory reason or explanation is given.

Dorset Council will support all schools in ensuring the law is upheld.

Where an absence is considered completely unavoidable a Leave of Absence Request Form must be completed as far in advance as possible – see link below:

<https://forms.office.com/r/abnzCXd6Ey>

Should the requested absence be considered 'exceptional' and subsequently authorised, the student will be given a form for all subject teachers to sign and outline any work that might be missed during the period of absence.

Thank you.