

Fordley Primary School  
Dudley Drive  
Dudley  
Northumberland  
NE23 7LE



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Website: [www.fordleyschool.com](http://www.fordleyschool.com)  
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Headteacher: Mrs C.L. Withers (BA QTS Hons, NPQH)

## Holiday requests during term time - A change from September 2019

Dear Parent/Carer,

### Term Time Holiday Regulations

As you may be aware, due to amendments to the Government Attendance Regulations (2006) I am unable to authorise any holidays taken during term time unless they are under exceptional circumstances. This is not a school decision, but a decision which has been made for all schools in the country and Fordley Primary School is expected to follow the same guidelines.

### Impact of Term Time Holidays on children

On a termly basis, we continue to monitor the impact that taking holidays in term time has had on the attendance, learning and progress of individual children. There are several instances of children having had more than 5 school days off during the academic year for holidays. When children have a term time holiday, as well as illness during the year, their attendance can drop below Local Authority expectations. As a consequence, this can make it difficult for them to learn as effectively as their peers. Additional time out of school can also make it difficult for children to maintain strong friendships, missing out on social interactions and activities within friendship groups.

### Change from 1<sup>st</sup> September 2019

Because of the impact term time holidays are having on the attendance of our children, governors have made a decision, based on expectations from the Local Authority, that any term time holidays which are more than 5 school days in total within the academic year (beginning of September 2019-end of July 2020) will lead to the Local Authority (North Tyneside Council) issuing a Penalty Notice. The majority of North Tyneside Schools are now issuing fixed penalty warnings for any term time holidays, even if it is just 1 day.

### The Penalty Notice

The Penalty Notice is a fine of £60 per parent, per child if paid within 21 days and £120 per parent, per child if paid after this date.

For example:

A family with two adults and two children could be fined: 2 x children = £120 x 2 adults = £240



Education  
Endowment  
Foundation



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Failure to pay the Penalty Notice could result in the Local Authority starting legal proceedings against you for the offence of failing to ensure your child's regular attendance at school.

I understand that you may still make the decision to take your child on holiday during term time, however it is important that you are fully aware that this may result in a fine as stated above.

No money from fines goes to school. It is kept by North Tyneside Council.

### Informing School

As a school we must still be correctly and honestly informed, for safeguarding purposes, of the reasons for your child's absence, including if this is due to a holiday. A holiday form must be filled in and school will, from 1<sup>st</sup> September, reply to each request in writing.

### We Have Already Booked Our Holiday for Next Year...

As we are aware that some families may already have booked their holiday for next school year, if you can bring proof into school that you have already booked it before the date of this letter (e.g. booking form or email with date of booking) we will make sure you do not receive a fine for the first 10 school days for this coming academic year only.

If you have any questions or would like further advice about this, please pop in to speak to myself or Mrs Latimer and we will be able to talk you through it.

Yours sincerely,  
Mrs C.L. Withers  
Headteacher

*This letter was sent out to families on 17<sup>th</sup> July 2019 and posted on the school website the same day.*

