



## KILLAMARSH INFANT & NURSERY SCHOOL

Headteacher: Ms J G Daine  
Deputy Headteacher: Mrs P E Stockdale

Date : 14 July 2014

### REMINDER TO ALL PARENTS

#### SCHOOL ATTENDANCE POLICY LEAVE OF ABSENCE



The School and Governors are reminding all parents that the Department of Education expects schools and Local Authorities to promote good attendance and reduce absences, including persistent absence. Attendance in school is an important part of our Ofsted requirement - and could place the school in a category of Requires Improvement should our level of unauthorised attendance be of a concern.



We know that missing out on lessons leaves children/young people vulnerable to falling behind. Children/young people with poor attendance tend to achieve less in both primary and secondary schools.



As a school we work incredibly hard to support all children/young people and their families to ensure that all children/young people have good attendance.

Under the Government Education (Pupil Registration) (England) Regulations 2006 - which came into force 1 September 2013 - **Headteachers may not grant any leave of absence for holidays during the term time unless there are exceptional circumstances**; in these cases, it is the Headteacher who determines the number of days a child can be away from school if the leave is granted. Parents needing leave of absence for exceptional circumstances should complete a form at least two weeks before the anticipated start date. The reason for the request should be given in detail. Applications should be made before the leave is arranged, as absences will not be granted retrospectively.



**This is a Government Policy and parents who take their children on holiday without permission (unauthorised), will be referred to the Local Authority and the absence will remain on the child's record. Parents should be aware that a fixed penalty notice and/or court action could be issued.**



A copy of the DCC Penalty Notice advice is available to parents on request.

KILLAMARSH INFANT & NURSERY SCHOOL  
43 Sheffield Road, Killamarsh, Sheffield, S21 2DX  
Tel : 0114 248 5852, Fax: 0114 248 6832  
Email: [info@killamarsh-inf.derbyshire.sch.uk](mailto:info@killamarsh-inf.derbyshire.sch.uk)

