



## Weekly Bulletin

Week ending Friday 16 September 2022

### Reminder – Bank Holiday Monday

Please remember that Monday 19 September is a Bank Holiday to mark the funeral of Her Majesty Queen Elizabeth II. Pupils are not required to attend school.

### Attendance

Should your child be absent from school please ensure that you telephone/email daily by **8:30am** at the latest (there is an absence line should you wish to leave a message or if you prefer via email to our designated attendance email address: [attendance@houltonschool.org.uk](mailto:attendance@houltonschool.org.uk)). Please do this on a daily basis if your child remains absent.

In the case of illness for more than 3 consecutive days, in order to authorise this period of absence the school will require medical evidence such as the following: medical appointment card/letter; proof of a prescription (medication label/container) showing the date prescribed, or a receipt of medication purchased for your child.

As part of our safeguarding procedure, our Safe and Well Team will make home visits to our pupils if they are unwell for a period of absence, or should we have any concerns. Thank you for your understanding and support.

### ParentPay Reminder

Gentle reminder to keep an eye on your child's ParentPay balance and to top up their funds at the weekend for the coming week.

### Speed Limit Reminder

Please be reminded that the maximum speed limit on all of Signal Drive is **20mph** and at busy times we would expect drivers to drive slower than this. If you do enter the campus the maximum speed limit is **5mph**. Please drive sensibly on the school site and pull into the marked bays to drop pupils off. There has been more than one incident of careless driving recently, placing children's lives in significant danger. We ask that you moderate your speeds and are also courteous and polite whilst in the car park and on our campus.

## Leave of Absence During Term Time: Updated Information for Parents

The Supreme Court recently reached a decision in the case of *Platt v Isle of Wight Council* which has clarified the law on unauthorised leave, including holidays, during term time. The parents/carers of children of compulsory school age are required to ensure that they attend school on a regular basis. The Supreme Court has made clear that attending school 'regularly' means that the children must attend school on every day that they are required to do so. As such, the parents/carers of any child who is absent from school without authorisation for any length of time are likely to be considered as committing an offence under s444 of the Education Act 1996.

The Principal retains the ability to authorise leave in accordance with the Education (Pupil Registration) (England) Regulations 2006. When considering such requests for a leave of absence, the school are obliged to act within the law. Principals may not grant any leave of absence during term time unless there are exceptional circumstances relating to the application. If the leave is granted, Principals are able to determine the number of school days a child can be absent for.

It is for the Principal to decide what is 'exceptional' and it is at their discretion if the circumstances warrant the leave to be granted. The school can only consider Leave of Absence requests which are made by the 'resident' parent/carer.

*Each application for a leave of absence will be considered on a case-by-case basis and on its own merits.*

Where applications for leave of absence are made in advance and refused, the child will be required to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence, which may result in legal action being taken against the parent(s)/carer(s), by way of a Fixed Penalty Notice.

Failure to make an application for leave in advance can also result in a Fixed Penalty Notice being issued to the parent(s)/carer(s).

All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council.

**It is important to note**, Fixed Penalty Notices are issued to each parent/carer of each absent child, (for example 2 children and 2 parents/carers, means each parent/carer will receive 2 invoices in the amount of £120 each, totalling £240 for both children, this is reduced to £60 per child if paid within 21 days).

Where a Fixed Penalty Notice is not paid within the required timeframe as set out on the notice, the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal proceedings under S444 Education Act 1996.

Fixed Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices.

**Your child's progress academically as well as socially is our shared priority**

**Warwickshire School pupils recorded 31,196 half day sessions of absence due to holiday in the Autumn term 2019.**