

10 February 2010

Dear Parents / Carers

Holidays During Term Time

As I indicated to you in my last newsletter, Orton Longueville School is introducing a new policy with regards to holidays during term time, with immediate effect.

This is that I will not authorise leave for the purpose of a family holiday during term time.

I have introduced this new policy, with the support of the Interim Executive Board, for two reasons:

1. The previous policy is confusing for parents – holidays are authorised for some and not others, based on previous attendance figures.
2. To improve overall levels of school attendance.

Any requests for term time absence should still be addressed in writing to me for consideration, since there are a very small number of exceptional circumstances under which I will consider authorising a holiday. However, you do need to be aware that if holidays are taken without authorisation, this will normally lead to the school making a request to the Local Authority for Penalty Notices (fines) to be issued to each parent / carer. This has already occurred on more than 10 occasions since my arrival in September 2009.

If you would like any further clarification, then please ensure you contact me well in advance of booking any term time holiday.

Thank you for your support in this matter.

Yours sincerely

Phil Nash
Headteacher