January 2015

Dear Parents

Request for Leave of Absence

As you are now fully aware there have been amendments to education regulations regarding attendance. These amendments make it clear that Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. The criteria for exceptional circumstances include, but are not limited to personnel returning from/embarking upon a tour of duty abroad; medical or emotional rehabilitation; or time with a close terminally ill relative.

I suspect you are also aware of the link between attendance at school and levels of achievement. There is ample evidence to indicate that those pupils who have excellent attendance tend to do very well at school compared to those with poor attendance or periods of absence.

With these two things in mind, the Headteachers of each of the Chipping Norton Partnership Schools (CNPS) have agreed the wording of this letter so that we are giving the same strong message. Schools have the right to fine parents under the new regulations but this is not a route we want to have to go down. We therefore respectfully ask that you do not request leave of absence for your child/children as it is very likely to be turned down.

Yours faithfully

Simon Duffy on behalf of all of the Headteachers of the Chipping Norton Partnership of Schools (CNPS).

Ref: Partnership Absence Jan 2015