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**St Joseph's**  
Catholic Academy

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CEO: Dame M Regan DBE OBE, DL  
M.Ed., B.Ed (Hons)., FCIEA, CEA  
Deputy CEO: M Shorten M.Ed., BA (Hons)  
Chair of Directors: M Matthews B.Ed, NPQH

*'Christ Be Our Light'*

**PARENTAL NOTIFICATION FOR TERM TIME LEAVE/HOLIDAYS**

**NAME OF CHILD** ..... **CLASS** .....

THE ABOVE NAMED CHILD(REN) WILL BE ABSENT FROM ST. JOSEPH'S CATHOLIC ACADEMY

From ..... To .....

Please state total number of SCHOOL days absent .....

The Department for Education have made amendments to regulations with regard to school attendance. Previously Headteachers were allowed to grant leave of absence during term time of up to 10 days for family holidays.

From 1<sup>st</sup> September 2013 this is no longer the case. Under new regulations schools are **no longer allowed to authorise leave of absence for family holidays**. From September, Headteachers may not grant any leave of absence for students during term time unless there are exceptional circumstances.

Below is the reference to the Government website where this is outlined:

<http://www.education.gov.uk/schools/pupilsupport/behaviour/attendance/a00223868/regulations-amendments>

Please give details if you consider this term time leave qualifies as exceptional circumstances:

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.....  
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Signature of Parent/Guardian ..... Date .....

Please print name .....

