

My Ref: MJ/LM/AMC

Please email:
amanda_carby@sandwell.gov.uk

Please ask for: Michael Jarrett

Date: 30 June 2022

Dear parent/carer

Holidays in Term Time

After what has been another challenging year I am sure you are looking forward to the Summer Holidays?

For your children to get the best start in life it is essential they get the most out of their school experience and good attendance is critical.

Whilst the Council will continue to work with schools to encourage and promote good attendance we do need you to play your part, and to remind you to plan your family holidays around school breaks and avoid taking your children out of school during term time.

Where you believe there are exceptional circumstances, you must complete the official application form available within the school so that the head teacher can review this BEFORE you take your child out of school. Your child's head teacher will confirm a request to take your child out of school during term time. You should be aware that this is only possible if:

- you make an application to the head teacher in advance (as a parent/carer, the child normally lives with)
- there are exceptional circumstances. It should be noted that a family holiday is NOT classed as exceptional circumstances.

**Michael W Jarrett MBE, Director of Children and Education (DCS)
CHILDREN & EDUCATION DIRECTORATE**

Sandwell Metropolitan Borough Council, The Council House, Oldbury, West Midlands, B69 3DE

Telephone: 0121 569 8338
Switchboard: 0121 569 2200
Email: michael_jarrett@sandwell.gov.uk
Web: www.sandwell.gov.uk

Without your child's school permission, you can be fined for taking your child on holiday during term time. This is currently £60 per parent per child. Furthermore, in some circumstances, this could lead to a prosecution which may result in a criminal record.

Attendance is a national priority and after the disruption to learning in the past two years, every minute really counts at school. The Government has set out expectations for Local Authorities, Schools AND parents in a new document 'Working Together to Improve School Attendance' and the Local Authority will be working even more closely with schools where attendance has been identified as a concern.

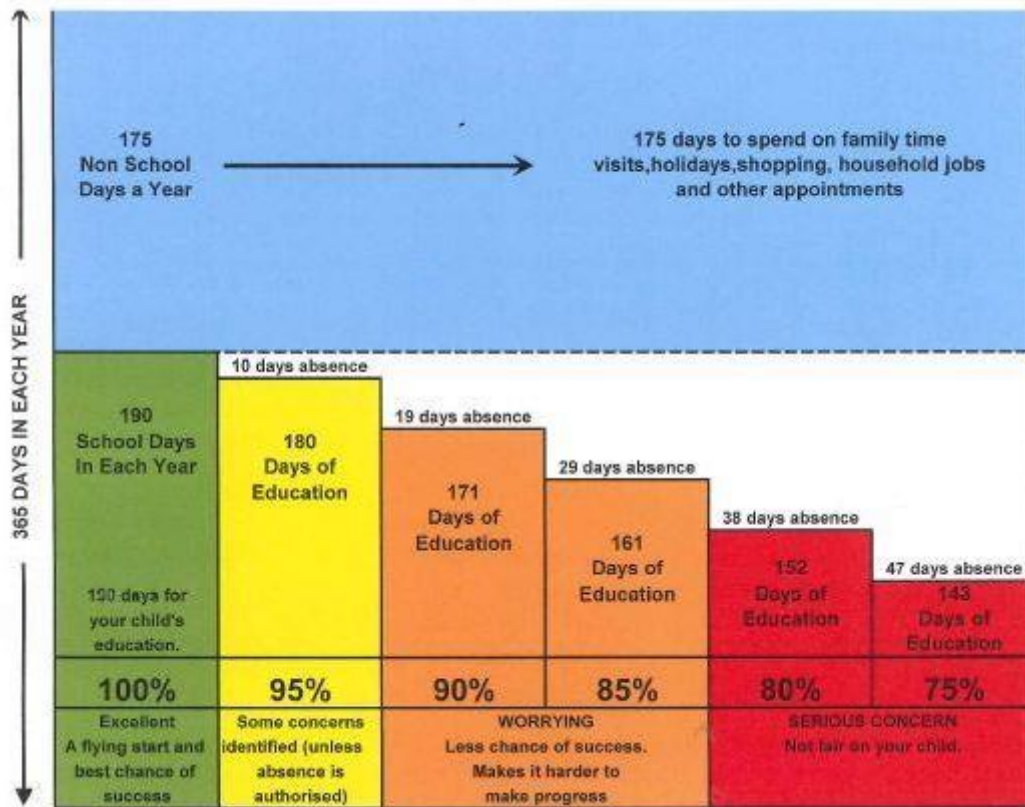
If your child takes too much time off school, they will become categorised as persistently absent. (Attendance below 90% = persistent absence).

HOW MANY DAYS OFF WILL MAKE YOUR CHILD A PERSISTENT ABSENCE STUDENT?	
Half-term 1	3 ½ days off school from September until October half-term holiday
Half-term 1-2	7 days off school from September until the Christmas holiday
Half term 1-3	10 days of absence from September until February half-term
Half term 1-4	Half-term 1-3 12 ½ days of absence from September until the Easter holidays
Half-term 1-5	15 ½ days of absence from September until May half-term
Half-term 1-6	19 days of absence for the full academic year (September to end of summer term in July)

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Your support with this is very much appreciated.

Yours sincerely

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