Wey Valley Academy
The best in everyone™
Part of United Learning

INFORMATION FOR PARENTS/CARERS:

STATEMENT REGARDING ABSENCE IN TERM TIME

It is essential that children and young people form good habits of regular attendance at school from an early age and that good attendance is maintained throughout their school career. Wey Valley Academy is committed to ensuring that there is a consistent approach to school attendance. It is a legal requirement that all children should attend their educational provision and it is the parent/carer's responsibility to ensure that their children attend school.

From September 2015 no requests for a 'Leave of Absence' during term time will be granted, except in exceptional circumstances. We are therefore informing parents/carers that, should you wish to take your child out of school for any leave of absence, holidays or otherwise, requests made from September 2015 will not be routinely granted. Any absence which has not been authorised by your child's school will be recorded as `unauthorised` and this has the potential to impact on your child`s overall absence figure.

A Fixed Penalty Notice for £60 will be issued to each parent when a child is recorded as having had 10 half day unauthorised absences. Non-payment of a Fixed Penalty Notice within 21 days will result in the fine doubling to £120. A criminal prosecution can be commenced if a fine remains unpaid after 28 days. In education law the definition of a parent is as described in The Education Act 1996,S576. A parent means:

- All natural parents, whether they are married or not
- Any person who has parental responsibility for a child or young person, and
- Any person who has care of a child or young person i.e. lives with and looks after the child.

Wey Valley Academy is committed to ensuring that every learner has the opportunity to thrive and achieve and recognises that good attendance is central to this. All schools, colleges and academies within the area will be applying this protocol from September 2015. Children only get one chance at school, and your child's chances of a successful future may be affected by not attending school or college regularly.

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Companies limited by guarantee.
Registered address: United Learning, Worldwide House, Thorpe Wood, Peterborough, PE3 6SB.

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REQUEST FOR CHILD'S ABSENCE FROM SCHOOL DURING TERM TIME DUE TO EXCEPTIONAL CIRCUMSTANCES

Date:

Child's Name:

Home Address:

I wish to apply for my child to be absent from school during the following dates:

Date of last day at school:

Date of return to school:

Total number of school days missed:

Reasons for absence from school:

Parent /Carer (please print name):

Signature:

.....

For School use only

Absence approved by:

Date

Absence not approved by

Date

RIGHTS RESPECTING SCHOOLS
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Principal: Steve Dyer

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