

ABSENCE FROM SCHOOL DURING TERM TIME

You may be aware that research shows that children taken out of school are likely to suffer academically. Absence from school is always disruptive to students' learning and good attendance is firmly linked to academic success. If a child of compulsory school age who is registered at a school fails to attend regularly, then the parent/carer is guilty of an offence under Section 444(1) of the Education Act (1996).

All Redbridge Schools, in consultation with Redbridge Council, have adopted a strict Attendance Policy, which means that parents will not be permitted to take their child out of school during term time. If they do, they face a fine and risk losing their child's school place.

This Policy will also tackle persistent lateness; any child missing after the close of registration will be treated as being absent without approval. The Education Welfare Service will also challenge irregular attendance and patterns of parentally condoned absences.

Mayfield School has agreed to adopt this zero tolerance on taking students out of school during term time.

- Leave for holidays during term time will not be authorised.
- Special consideration will be given to authorise a maximum of 5 days bereavement absence from school for the funeral of a parent, grandparent or sibling.
- Special consideration will be given to authorise a maximum of 3 days absence from school for exceptional circumstances, such as:
 - Religious observance;
 - Out of school programmes such as music, arts or sport, agreed by the Local Authority;
 - Time off relating to Child Entertainment Performances, which is subject to a licence being issued by the Education Welfare Service.
- Specific circumstances not regarded as exceptional circumstances are:
 - Serious illness of a close relative;
 - Pilgrimages;
 - Weddings of parents and siblings.

A Fixed Penalty Notice will be issued for unauthorised leave of absence taken without permission after the first day of absence, and this will be issued by the Education Welfare Service. This will incur a fine of £120 per parent/carer, per child, reducing to £60 if paid within 21 days. **Students will also be in danger of losing their place in the school.**

Mayfield is committed to this policy of minimum unavoidable absence from school during term time which I am sure you will appreciate is intended for the benefit of our children.

Thank you for your support.