

Curry Rivel Primary School

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Headteacher: Mr Peter Staddon
Chair of Governors: Mrs Ginny Smith



NOTIFICATION OF INTENTION TO TAKE HOLIDAY IN TERM TIME

I/we wish to inform the school that it is our intention to take our child/children on holiday during term time.

Name of child/children:

Address

Class/es:

Dates of absence:

Reason this absence needs to be in the school term:

.....
.....

Name of Parent/Carer:

Signature:

Date:

Absence can only be authorised if there are 'exceptional circumstances'

Definitions and examples of 'exceptional circumstances'

The Department for Education guidance is that although it is not possible to define exceptional circumstances, examples of what might be considered as such are:

- Service personnel returning from/scheduled to embark on a tour of duty abroad
- When it is company policy for an employee to take leave only at a specified time in the year (evidence required)
- Where a holiday is recommended as part of a parent or child's rehabilitation from a medical or emotional issue (evidence required)