



Chippenham Partnership of Schools

Absence Policy

Frequently Asked Questions

Parent 1

Question: *My work means that I cannot take holiday during the school summer holidays. Can I take my children away during October?*

Answer: *I am not able to authorise this leave of absence as there are many opportunities, other than the summer holiday period, for family holidays. Please use the week-long breaks at half-term or the two weeks available at Christmas or Easter.*

Parent 2

Question: *I'd like to add an additional day's holiday onto the October half term break.*

Answer: *I am not able to authorise this as the government guidance does not allow it. Ofsted also look very poorly on this.*

Parent 3

Question: *My brother is getting married in Germany. We would like leave of absence to attend.*

Answer: *An application can be made with supporting evidence to prove that it is an exceptional circumstance. It is possible that up to 3 days could be authorised, 2 days for travelling if necessary and 1 day to attend the wedding.*

Parent 4

Question: *The children's grandparents have booked and paid for a holiday in term-time. We have to go.*

Answer: *I cannot authorise leave of absence in term-time. Should you choose to take the holiday, it is likely that you will be issued with a penalty notice by the local authority.*

Parent 5

Question: *My children receive free school meals. We cannot afford a holiday except in term-time.*

Answer: *Leave of Absence in term-time is against the government rules and I am not allowed to authorise it. Should you choose to go away at this time a penalty notice is very likely to be issued by the local authority.*

Parent 6

Question: *My child has been invited to go away with Swindon Football Academy during term-time.*

Answer: *I consider this to be an educational opportunity, but taking place off-site, and am happy to authorise this.*

Parent 7

Question: *My aunt recently passed away. We were very close and feel that we need some time away as a family to cope with this.*

Answer: *The government guidance states that only when immediate family are involved should leave be authorised. I cannot authorise leave for extended family.*

Parent 8

Question: *My husband returns from a tour of duty in Afghanistan next week having been away for 6 months. Can you authorise 5 days Leave of Absence for us to have a family holiday in term-time?*

Answer: *I do consider this to be an exceptional circumstance and will authorise 5 days (10 sessions) in this instance, but I do need to see the evidence that he has been away.*