

To: All Parents/Carers of Pupils  
attending schools in Merthyr Tydfil

Ty Keir Hardie  
Cwrt Glan Yr Afon  
Avenue De Clichy  
Merthyr Tudful  
CF47 8XD



Ty Keir Hardie  
Riverside Court  
Avenue De Clichy  
Merthyr Tydfil  
CF47 8XD

Ffon : (01685) 724600  
Ffacs : (01685) 721965

Tel : (01685) 724600  
Fax : (01685) 721965

Dyddiad/Date :

September 2008

Ein Cyf/Our Ref. : HTT08  
Eich Cyf/Your Ref. :

Llinell Uniongyrchol/Direct Line :  
Gofynnwch am/Please Ask For :  
e-bost/e-mail :

(01685) 724640  
Anna Thomas  
Anna.Thomas@merthyr.gov.uk

Dear Parent/Carer

### FAMILY HOLIDAYS DURING SCHOOL TERM TIME

As you will no doubt be aware, pupils of compulsory school age (Years 1 to 11) must, by law, attend school regularly. If your child is away from school you need to inform the headteacher or school clerk of the school your child attends immediately either by telephone or letter.

It has been noticed that increasingly pupils are being withdrawn from school to accompany families on holidays during term time, which has a detrimental affect on their education and attendances at the school. You are respectfully asked to avoid this practice however, if you have no alternative please will you give the school a minimum of two weeks notice prior to your child being absent.

In accordance with the School Attendance (Pupil Registration) Regulations 1995, schools have the discretion to authorise up to ten school days absence for the purpose of family holidays during term time. In considering this matter schools have been asked that each request for holiday absence should be considered individually, taking into account the pupil's age; the timing of the proposed holiday; its nature and parental wishes; the overall attendance pattern of the pupil and their stage of education and progress. Schools have also been asked to use this discretion sparingly.

Schools will consider every request for leave individually. Parents are requested to complete the appropriate form, which is available from your school. The most important consideration given to your request is the effect an absence can have on your child's education. The headteacher has the discretion to allow work to be provided for your child while they are away.

If a holiday is taken in term time, it is vital that your child returns to school promptly. If a child fails to return to school on an agreed date, and no valid reason is provided, the school has been asked to refer the matter to the Education Welfare Service.

May I stress that absence during term time can have a very disruptive effect on your child's continuity of learning and consequently there is a risk of underachievement, which we all have a duty to try and avoid at all costs.

If you have any queries on the content of this letter please contact your child's school or contact Pupil Services Team (01685 724620).

Yours sincerely

Stuart Whippet  
Head of Governance, Inclusion and Support