

TERM-TIME HOLIDAY REQUESTS

WHAT FAMILIES NEED TO KNOW

WHEN CAN A TERM-TIME HOLIDAY BE AUTHORISED?

Only in exceptional circumstances.

Most holidays **do not** meet this threshold.



Not exceptional

- holidays for leisure, recreation or cost reasons
- wanting to avoid busy travel periods



May be exceptional

- a child's disability or sensory needs make peak-time travel impossible or significantly harmful.



HOW TO APPLY

- applications must be made in advance to the headteacher v.bond@daventryhillschool.org.uk
- only the parent/carer the child normally lives with can apply
- leave cannot be authorised after the holiday
- please give a minimum of 3 months notice



HOW THE HEADTEACHER MAKES A DECISION

High expectation vs reasonable adjustments

- we expect good attendance from all students
- But we also consider if a child's SEND creates genuine barriers to travelling in school holidays



Individual consideration

- Each request is reviewed on its own merits:
 - child's needs (e.g. sensory issues, high anxiety)
 - whether peak travel is impossible/significantly harmful
 - length of leave requested
 - whether it is a first-time or repeated request

Equality Act

- We must consider reasonable adjustments for children with disabilities where appropriate.

IF LEAVE IS NOT AUTHORISED

- the absence will be recorded as unauthorised (code G)
- If the holiday lasts 10 sessions (5 days) or more, the school will consider a Penalty Notice, in consultation with the Local Authority

NEED HELP?

If you're unsure whether your circumstances are exceptional or need guidance with an application, please contact Anna Browning.

a.browning@daventryhillschool.org.uk

