

## Holidays in term time

Parents/guardians must ask permission for their child to be absent during term time.

If you wish to plan a holiday during term time, you must complete the form overleaf and return to the school office in advance of finalising your holiday.

It is at the Head teacher's discretion to decide whether or not the absence will be authorised. This decision is based on the rationale behind needing a holiday during term time.

Absence will not be authorised for reasons such as:

- Birthdays
- Family Holiday
- Family Anniversaries
- Travel Problems
- School Refusal

Here at The Axis Academy we believe that it is in all the children's best interests to be in school as time out of the school setting can cause upset and disruption to their school life and routine.

You can be fined for taking your child on holiday during term time without the school's permission. Your local council can give each parent a fine of £60, which rises to £120 each if you do not pay within 21 days. If you do not pay the fine after 28 days you may be prosecuted for your child's absence from school.

## Holiday Request form

Pupils Name (First and Last Name)		Year Group	
Date of Birth			
Home address (including postcode)			
Parent Contact number:	Work:		
	Home:		

Number of school days requested: (do not include Sat/Sun)	Days in total:	Date from:	Date to:
Reason for request:			
Has your child had any other holiday requests in the current academic year?	Yes:	No:	

Signed parent/guardian \_\_\_\_\_

OFFICE USE ONLY
Permission Granted / Permission Declined
Reason for Declining:
Signed: Paul Eager, Headteacher
Date:

\*Please return to the school office