



**Solihull**  
METROPOLITAN  
BOROUGH COUNCIL

To:

Parent / Carer

**CHILDRENS SERVICES AND SKILLS**

Education Welfare Service

Elmwood Place, 37 Burtons Way,  
Birmingham, B36 0UG

Tel. 0121-779 1737

Email: [jsierzega@solihull.gov.uk](mailto:jsierzega@solihull.gov.uk)

[www.solihull.gov.uk](http://www.solihull.gov.uk)

Please ask for: Jo Sierzega

Date 08 July 2015

Dear Parent / Carer

**Re: The law in relation to school attendance**

I am writing to remind you of the national legislation passed in 2013 in relation to requests to take children out of school for a holiday during term time. From September 2013, it became unlawful for pupils to be granted holiday from school during term time and as such head teachers are unable to give permission.

In very rare circumstances, head teachers can consider requests made by parents in advance for a Leave of Absence from school in circumstances, which would not usually include holidays. Should you believe your request would fall into this very rare category of Exceptional Circumstances you will need to make a request for Leave of Absence in writing directly to the head teacher.

I am aware that this information will not be relevant to all of you as the vast majority of our young people have very good attendance at school, supported by parents and carers. However, this is not the case for every child and I remain concerned at the high level of learning days missed in Solihull due to term time holidays. Recent research published in February 2015 found that absence from school has a negative impact on attainment: "...pupils with no absence are 1.5 times more likely to achieve 5+ GCSEs A\*-C or equivalent and 2.8 times more likely to achieve 5+ GCSEs A\*-C or equivalent including English and Maths". Please work with us and your child's school to lower absence and raise your child's potential attainment.

As you should be aware, parents and carers can be fined up to £120 per parent, per child for taking holidays in term time. A full copy of the Penalty Notice Code of Conduct for Solihull is available online at [http://www.solihull.gov.uk/Portals/0/Schools%20and%20learning/Leave\\_of\\_Absence\\_Requests.pdf](http://www.solihull.gov.uk/Portals/0/Schools%20and%20learning/Leave_of_Absence_Requests.pdf)

Yours Sincerely

Sally Hodges



**Director for Children's Services & Skills**