



CARLTON

KEIGHLEY

Dear Parent/Carer,

Unauthorised Leave of Absence during Term Time

As a school, we understand the importance of student attendance to school to ensure both positive student outcomes and high levels of student wellbeing. We want to ensure that students attend school as much as possible, and minimise any disruption to their learning.

I refer to the above, and to inform you of new sanctions being introduced by Bradford Council to deal with this problem, introduced from April this year.

Unauthorised Leave of Absence is increasing, with over 150,000 school days lost last year across all the city's schools. As you would imagine, this has a significant detrimental effect on learning and exam outcomes.

To address this increase, the authority has significantly increased sanctions for parents/carers when their child takes unauthorised absence during term time. Instead of levying a penalty notice and fine, the council will now start legal proceedings through the magistrate's court. This means parents/carers may receive a criminal record as well as receiving a significantly increased fine of up to £2500 per child per parent. Magistrates may also at their discretion consider a custodial (prison) sentence.

Additionally, where there are lengthy unauthorised leaves of absence, the school will begin procedures to remove the child from the school roll.

I am sure that you will be supportive of these measures which serve to improve the attendance and educational outcomes of children within the school and city. If you have any questions relating to this subject, I would be more than happy to answer any questions that you may have.

Thank you for your continued support in ensuring high attendance for all pupils in school.

Yours sincerely

Mark Turvey

Head of School