**Amendment to Clyro Church in Wales Primary School Attendance Policy Autumn 2016**

In light of recent legal challenges to Penalty Notices for Holiday Absences, Powys have decided that no alteration will be made to their Code of Conduct or their Attendance policy, until a final decision has been made by the courts. Therefore, the Governing Body of Clyro Church in Wales Primary School have taken the decision to grant the Headteacher the discretionary power to authorise up to 5 days (10 sessions) of holiday absence during term-time, in exceptional circumstances, when parents seek permission. This supersedes the 2013 ERW guidance. (PLEASE NOTE: A school academic year is from September to July of the following year, not from January to January.)

Consideration will be given on an individual basis, where a child is judged to have good, regular attendance, (90% or above) prior to the start of the holiday and there has not been a further 10 sessions of ‘unauthorised absence’ during the 6 month period prior to the holiday. The time of year of the proposed trip, length and purpose of the holiday, impact on continuity of learning, circumstances of the family and the wishes of parents as well as the overall attendance pattern of the child will be considered. Therefore, parents wishing to take their child on holiday during term time are required to put a request in writing to the Headteacher, explaining in detail why they feel their child’s absence is exceptional and should be an authorised absence, in advance of their holiday.

In respect of Penalty Notices, the school will continue to follow the existing guidance as laid down within the ‘Code of Conduct’. The request for a penalty notice is at the discretion of a Headteacher. The recent legal challenges to penalty notices related to holidays during term time are based on defining what constitutes irregular attendance. Irregular attendance is defined as less than 90% attendance or if there has been a further 10 sessions of ‘unauthorised absence’ during the 6 month period prior to the holiday for the pupil in question.