

REQUEST FOR LEAVE OF ABSENCE IN TERM TIME

(FOR COMPLETION BY PARENT/CARER)

The 2013 regulation amendments make clear that head teachers may not grant any leave of absence (holiday) during term time unless there are exceptional circumstances. The amendments give parents no entitlement to take their child out of school for a holiday in term time. PLEASE ENSURE YOU HAVE READ THE LETTER ON THE REVERSE DETAILING THE POSSIBLE ISSUE OF FIXED PENALTY NOTICES.

FOR COMPLETION BY PARENT/CARER

Before authorisation is considered please complete the form below and return to the School Office. Completion of the form does not guarantee the leave of absence will be authorised.

Pupil's Name _____ Class _____

Dates of Leave of Absence: From _____ To _____

Please give full reason (s) for asking for leave of absence in term time

Signed: _____ (Parent/Carer) Date: _____

Print name: _____

Lostock Hall Term dates 1 September 2022 to 31 August 2023

The scheme below meets the requirements of 195 days (teachers) and 190 days (pupils)

HOLIDAY PERIOD	DATE OF CLOSING	DATE OF REOPENING
Summer 2022		Thurs 1 September
Autumn Half term	Fri 21 October	Mon 31 October
Christmas 2022/2023	Thurs 22 December	Mon 9 January 2023
Spring Half Term 2023	Fri 17 February	Mon 27 February
Easter 2023	Fri 31 March	Mon 17 April
May Day Bank holiday	Fri 28 April	Tues 2 May
Summer Half Term 2023	Fri 26 May	Mon 12 June
Summer 2023	Fri 21 July	---

The 5 INSET days will be taken during twilight hours and do not affect the dates above.

Lostock Hall Term dates 1 September 2023 to 31 August 2024

The scheme below meets the requirements of 195 days (teachers) and 190 days (pupils).

HOLIDAY PERIOD	DATE OF CLOSING	DATE OF REOPENING
Summer 2023		Mon 4 September
Autumn Half Term	Fri 20 October	Mon 30 October
Christmas 2023/2024	Fri 22 December	Mon 8 January 2024
Spring Half Term	Fri 16 February	Mon 26 February
Easter 2024	Thurs 28 March	Tues 16 April
May Day Bank Holiday	Fri 3 May	Tues 7 May
Summer Half Term 2024	Fri 24 May	Mon 10 June
Summer 2024	Wed 24 July	

The 5 INSET days will be taken during twilight hours and do not affect the dates above.

