

WOLVERHAMPTON CITY COUNCIL  
Woden Avenue, Wednesfield, Wolverhampton WV11 1PW  
Telephone: (01902) 556350 Email: office@wodensfield.org  
**Headteacher: Mrs. S. Walker**

Ref: SW/PW

20<sup>th</sup> July 2017

Dear Parents/Carers

**Re: Unauthorised Leave of Absence during Term Time**

As you may have seen in the media recently there has been debate around the legislation relating to Unauthorised Leave of Absence during Term Time. In line with this Wolverhampton Local Authority temporarily changed their procedure for issuing fixed Penalty Notices for Unauthorised Leave of Absence during Term Time.

In April 2017, the Supreme Court made the decision to uphold the ban on parents taking their children out of school for Unauthorised Leave of Absence during Term Time.

In a unanimous decision, the justices upheld a fine imposed on a father for taking his daughter out of school for an unauthorised seven-day break in April 2015.

The deputy president of the supreme court, Lady Hale, said: "Unauthorised absences have a disruptive effect, not only on the education of the individual child but also on the work of other pupils.

"If one pupil can be taken out whenever it suits the parent, then so can others... Any educational system expects people to keep the rules. Not to do so is unfair to those obedient parents who do keep the rules, whatever the costs of inconvenience to themselves.

In line with this decision Wodensfield will be enforcing the rule that should any parents at the school decide to take Unauthorised Leave of Absence during Term Time this absence will not be authorised and I have a duty to inform the Vulnerable Young Persons Team who may issue a Penalty Notice.

The Penalty Notice is for £60 per parent, per child if paid within 21 days and £120 per parent, per child if paid after this date but within 28 days. Providing the notice is paid in full, no further action will be taken. If the notice remains unpaid at the end of the 28 days you will receive a summons to attend the Magistrates' Court, where if convicted you would receive a criminal conviction.

**Parent/Carer's have a duty to ensure their child/children's regular attendance at school and failure to do so is an offence under section 444 (1) of the Education Act 1996.**

**If you still make the decision to apply for Leave of 'Absence, then the Leave of Absence Request Form must be completed four weeks prior to the leave and can be collected from main reception.**

Yours sincerely

S. Walker (Mrs)  
**Headteacher**

