



8<sup>th</sup> February 2016

To all Parents/Carers of pupils at Renishaw Primary School,

At a recent meeting, the Governors of Renishaw Primary School discussed the increasing number of applications we are receiving for pupil holidays in term time.

Following a directive from the Department for Education (DfE) which came into force 01<sup>st</sup> September 2013, the Governors directed me, as Head Teacher, not to authorise any requests for holiday leave, except for requests which could be considered to have exceptional circumstances associated with them.

They have now taken the unanimous decision that they will **not** authorise **any** request for a holiday in term time (unless there are genuine, exceptional circumstances). If any holidays are taken during school term time, they will be classed as unauthorised and the Local Authority will be informed and a request for a penalty notice to be issued will be made.

Please find attached to this letter the current Derbyshire County Council – Penalty Notices: Advice for Parents and Carers leaflet for your information.

We thank you in advance for your cooperation with this matter and should you have any further queries, please do not hesitate to contact me.

Kind regards,

Mr S Fuller  
Head Teacher