



Headteacher Miss L. J. Barringer
M.A. B.Ed.(Hons) APD(Ed Cons)

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Dear Parents/carers,

With effect from September 2008 holidays will only be authorised in blocks of 5 or 10 days which conforms with schools national working arrangements. Nothing less will be authorised unless in exceptional circumstances e.g. weddings, funerals (immediate family) or any other unusual events.

Please note **single** days either side of a weekend will not be authorised as it is expected that your travel arrangements should be made out of school time e.g. Friday after school and return Sunday evening.

You need to complete the holiday form prior to going on holiday giving adequate time for the form to be processed in school. The decision is made by me and you will receive the return slip advising if the request has been authorised or not.

I understand that this may cause inconvenience for some however your child's education is important and absence does negatively affect your child's progress. Please refer to the sheet overleaf.

If you wish to discuss any individual query, please either refer to the office or book an appointment to see me.

Thank you,
Yours sincerely,

Miss L. Barringer
Head Teacher



Regional
Inclusion
Chartermark

