



Menston Primary School

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Headteacher: Mrs Marie Wilson BEd (Hons) NPQH

09 June 2022

Dear Families,

I am writing to remind you that, in line with local council policy, parents can expect to be issued with fixed penalty notices for unauthorised absence for holidays in term time from September 2022.

Our governors have supported the school in our decision to show lenience this academic year in response to the previous two years of disruption to normal family life. We are now at the point where families are starting to forward plan for holidays in the next academic year and I would urge all families to carefully check term dates before booking any holidays.

Our term dates are on our school website [here](#) and will be sent along with this letter.

Please see Bradford Council's information on unauthorised leave of absence in term time [here](#). Parents need to know that fines can be issued where a child has six continuous sessions of unauthorised absence (that is three full days). The local council can give each parent a fine of £60, which rises to £120 each if it is not paid within 21 days. If the fine is not paid after 28 days, parents may be prosecuted for a child's absence from school.

Please can families also ensure that the school office is kept up to date with contact numbers. We will always follow up any unreported absence in line with our safeguarding procedures.

Yours Sincerely,

Mrs Marie Wilson
Headteacher