



Dear Parents/ Carers

Leave of Absence in Term Time

The Government only allows schools to authorise a holiday in term time if there are exceptional circumstances for the request.

The Government has made it clear that cost is not one of the exceptional circumstances that can be considered.

If you believe that the holiday you wish to take your child on is an exceptional circumstance, then please fill in the form below and return it to the college General Office as soon as possible.

Leave of Absence in Term Time - Request Form

Student Name: P&A Group:

Parent/ Carer Name: DOB:

Parent/ Carer Name: DOB:

Dates Requested: From to

I believe that there are exceptional circumstances because.....

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.....
.....
.....

Signed: Parent/ Carer Date:

What are exceptional reasons?

- For service personnel on leave.
- For other employees who are prevented from taking holidays outside of term time, if the absence will have minimal disruption to the students education.
- When a family needs to spend time together to support each other during a crisis or shortly after one.

73% of students who have over 95% attendance achieve five or more GCSE's at Grades A* to C.

Please remember that students at Minsthorpe Community College start their KS4 Examination and Vocational Qualifications in Year 9. Parents have a responsibility to check if their child is due to take any external examinations. If a student misses an examination the examination board may charge for this.