



## **Holidays in Term-time**

Parents should only ever take family holidays during statutory school holiday periods. At Riverside family holidays in term-time are actively discouraged with an annual message to parents. That they can be fined for taking such family holidays without the permission of the headteacher. Following government guidance in 2014, headteachers retain the discretion to grant leave, but they can only do so in very exceptional circumstances. If the headteacher grants a leave request, it will be for him to determine the length of time that the student can be away from school, weighing up such factors as any previous requests, (see Appendix letter attached). Parents are reminded of dates of INSET days and reminder slips are sent home at the end of each term clearly stating the return date for students.

# RIVERSIDE SCHOOL

Wood Green ILC  
White Hart Lane  
Wood Green  
London N22 5QJ  
Tel: 020 8889 7814



## APPLICATION FOR STUDENTS' EMERGENCY LEAVE OF ABSENCE, UNDER EXCEPTIONAL CIRCUMSTANCES, FROM SCHOOL \*

Name(s) of child(ren):

Address:

Reason for emergency application and dates of leave requested:

Signature of parent(s)

Date:

*Office use only:*

Anticipated date of return:

Signed:

Leave Granted / Refused

Date:

- **PLEASE NOTE THAT FAMILY HOLIDAYS IN TERM TIME ARE NO LONGER ALLOWED.**
- ***This information is published in the School Offer, on the school's website and in the headteacher's letters to parents.***

