

Application for Leave of Absence

Regulation 8 – Education (Pupil Registration) Regulations 1995



PARENTS ARE EXPECTED TO TAKE FAMILY HOLIDAYS DURING SCHOOL HOLIDAYS

10 unauthorised absences (equivalent to 5 days) in a ten-week period will lead to a referral to Buckinghamshire Council for a fine to be issued. The fines are:

- £80 per parent, per child for a first offence
- £160 per parent, per child for a second offence (within three years)
- Further offences could lead to larger fines or prosecution

Name of child:	
Class:	
Proposed dates of absence:	
Please give the details of the requested and absence and the reasons this must be taken during school time and not during school holidays.	
I accept that request for holiday or leave will likely be deemed unauthorised, except in exceptional circumstances and any unauthorised absence will count towards a possible referral to the Local Authority.	
Signed:	
Date:	

Cumulative effect of missed time at school

Attendance	Time lost each year	Time lost over primary education (7 years)	Time lost over entire education (14 years)
95%	2 weeks	3½ months	7 months
90%	4 weeks	7 months	1 year 2 months
85%	6 weeks	1 year 1 month	2 year 2 months
80%	8 weeks	1 year 5 months	3 years 1 month