



Mrs D Hopwood  
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### SCHOOL HOLIDAY LIST 2019/2020

#### Autumn Term

**Term Begins** Tuesday 3<sup>rd</sup> September 2019  
(Closed - Monday 2<sup>nd</sup> September – Staff Training Day)

**Half Term** Closed - Monday 21<sup>st</sup> October to Friday 25<sup>th</sup> October 2019

**Term Begins** Monday 28<sup>th</sup> October 2019

**Term Ends** School finishes on Friday 20<sup>th</sup> December 2019

#### Spring Term

**Term Begins** Monday 6<sup>th</sup> January 2020

**Half Term** Closed - Monday 17<sup>th</sup> February to Friday 21<sup>st</sup> February 2020

**Term Begins** Monday 24<sup>th</sup> February 2020

**Term Ends** School finishes on Friday 27<sup>th</sup> March 2020  
(Closed for Easter – Monday 30<sup>th</sup> March to Monday 13<sup>th</sup> April 2020)

#### Summer Term

**Term Begins** Tuesday 14<sup>th</sup> April 2020

**Bank Holiday** Monday 4<sup>th</sup> May 2020 (School Closed)

**Polling Day** Thursday 7<sup>th</sup> May 2020 (School Closed – Staff Training Day)

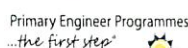
**Half Term** School finishes on Friday 22<sup>nd</sup> May 2020  
(Closed - Monday 25<sup>th</sup> May to Friday 29<sup>th</sup> May 2020)

**Term Begins** Tuesday 2<sup>nd</sup> June 2020  
(Closed Monday 1<sup>st</sup> June – Staff Training Day)

**Term Ends** School finishes on Friday 17<sup>th</sup> July 2020

Together we will

*Aspire Achieve Sparkle*



## School Attendance Legislation

Changes to The Education (Pupil Registration) (England) Regulations 2006 make it clear that Head Teachers are not able to authorise leave of absence requests during term time unless there are **exceptional circumstances**.

**IMPORTANT– Holiday requests CANNOT be authorised under any circumstances whatsoever.**

### Requests for Leave of Absence (Exceptional Circumstances)

The Head Teacher / Deputy are responsible for determining if requests for leave of absence during term time are classed as exceptional.

As a guideline, the Government states that the following circumstances would not generally be considered as exceptional:

- Relatives coming to visit
- Cheaper holidays in England and abroad / flights
- Family day trips
- Visiting family / friends who have different half terms or holidays
- Shopping
- Birthday treats
- Availability of desired accommodation
- Poor weather experienced in school holidays

### Requests for Leave of Absence in Exceptional Circumstances

Where leave of absence for exceptional circumstances is requested during term time the applicant must fill out a leave of absence form as normal at least two weeks in advance, where possible.

Leave of absence requests in exceptional circumstances will be considered on an individual basis. You will also be expected to provide evidence of the exceptional circumstances, where possible, before your request will be considered. Factors which will also be taken into consideration are:-

- Your child's attendance record
- Your child's lateness record
- Timing of your request in the school year (i.e. SATS / Assessment periods)

If leave of absence is authorised then, generally, only 1 school day will be granted.

**Government guidelines state that they do not expect that exceptional circumstances would occur more than once during a child's time at Moorgate.**

### Unauthorised Absence

Any absence from school that the school has not permitted or cannot give permission for is classed as an **unauthorised absence**.

Please note that **persistent late arrival** at school is also classed as **unauthorised absence**.

### Penalty Notices

Attendance figures are monitored by the local authority who will decide on the issuing of penalty notices (fines). Parents should be aware that 1 day of absence from school is classed as 2 sessions and that should your child accumulate **10 sessions of unauthorised absence** during a school term or be persistently late for school a **penalty notice** (fine) may be issued. The letter informing you of this decision will also include details of the child's absences.

Please Note: If you choose to take your child on holiday during term time for 5 days ie: 10 unauthorised sessions, the Local Authority will issue a fine without any prior warning.

If you have any questions with regard to this information please do not hesitate to contact myself or Mrs Heyes, our Family Support Officer

Thank you for your attention.

*Mrs D. Hopwood*  
**Head Teacher**