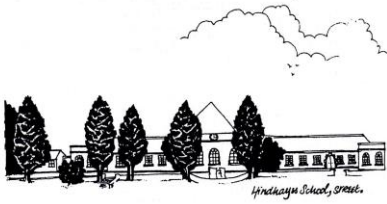


Hindhayes Infant School

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E-mail: office@hindhayes.somerset.sch.uk

Web: www.hindhayes.co.uk

Headteacher: Mrs Kate Nester

29 October 2022

Date printed

Parent address

Parent name

Request for Term-Time Leave Declined

Child's name

DOB

You submitted a request for term-time leave to be taken between STARTDATE and ENDDATE.

Schools are expected to authorise term-time leave only in exceptional circumstances and where taking leave is unavoidable.

In line with current guidance and legislation, it is not possible to authorise your request for term-time leave, as detailed above.

Please be aware that if this leave is taken:

- the resulting XX absences will not be authorised
- in line with our Attendance Policy, the Local Authority will be asked to issue a Penalty Notice to you
- Penalty notices can be issued to each parent for each child when authorised term time leave is taken

Yours sincerely

Kate Nester
Head Teacher