

# Boston St Nicholas Church of England VC Primary School



Woad Farm Road, Boston  
Lincolnshire PE21 0EF

Head teacher: Mrs Sally Birks



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Dear Parent/Carer

## RE: REQUEST FOR AUTHORISED ABSENCE FROM SCHOOL.

Please could you contact the school to make an appointment to discuss this matter at your earliest convenience.

Boston St Nicholas Church of England VC Primary School will not authorise your request for # days for a family holiday during term time. This will result in # days unauthorised absence.

Your child's attendance is currently at #%. The Government sets a target of 96% attendance and your child's attendance falls far short of that.

Taking children out of school puts them at a disadvantage and in **severe** danger of falling behind their classmates. It also puts extra pressure on an already busy teacher to help them 'catch up'. As a direct result of your choice it also means that as a school we could fail to meet our 96% attendance target which could in turn make us potentially vulnerable during our next Ofsted inspection.

I must remind you that our school policy and home school agreement (which you have signed) says the following: "As a parent I will make sure my child attends school every day unless they are ill, in which case I will inform school promptly."

I am also informing you that you could be subjected to a fine if there are further unauthorised days taken during term time.

Yours sincerely,

Mrs S Birks

Head Teacher

Pp Alison Ward Attendance Officer