

Headteacher's message



Dear Parents/Carers,

It's been an extraordinary year at Kineton in many respects; it has come with many opportunities, in addition to a fair share of challenges. We have certainly ended on a high as Enrichment week '23 came to an end with the return of those who went to France at the weekend. What an incredible fortnight it has been with so many trips; guests from a variety of organisations and a plethora of activities in school. Please do check out the website [Enrichment Week 2023 - Kineton High School](#) for a summary of all the memorable experiences our students participated in. I cannot thank enough, all the staff at school who made the week such a success, notably Ms Bonser, our lead for Personal Development and Mr Pearce (Head of PE) for brilliant Sports Days for Years 7-9; thoroughly enjoyed by all (as well as the ice-creams sold from the van on site)!

Last week also, Year 10 and 12 students made us very proud as they went out across the midlands on a week of Work Experience. Ms Connor, one of our Year 10 tutors, noted, *"I have to say, I think yesterday was one of my favourite days of being a teacher at KHS. I visited 13 students doing their work experience and I was sooooo proud of them all!"* Work experience is a fundamental part of the Careers programme at Kineton and take a huge amount of organisation. We thank Ms Turnbull and Mr Perkin (our Careers and work experience coordinators); parents and the many employers involved, for ensuring our students had the opportunity to experience numerous workplace environments.

As I reflect a little on the year, it's worth noting that this time last year, our contractors, Wates, had just handed over the temporary sports block but the foundations of the new building hadn't even begun. We now have a Sports Block almost completed and the main teaching building is starting to look like the school it will be. One afternoon in June, year 7 and 12 students joined staff from school and the Trust, governors, and the Wates team for a 'Steel signing' at the very top of the new build. We learned about the importance of these ceremonies for large construction projects in acknowledging the collaborative efforts of all the teams involved. They symbolize progress, unity, and the beginning of a new chapter in the development of an organisation. It certainly made us start to think about how we ensure that our Kineton values and our strength as a community is felt in the new buildings. There are some images inside which give you an update on progress.



Headteacher's message



An important expansion of the school community has been the foundation of our PTSA (parent teacher, student association). We are incredibly grateful to its dedicated members for their support and the events they held this year, the Year 7 Disco and the Quiz night were so successful. We look forward to plans for next year.

We have been focussed on transition points as the new academic year looms and are looking forward to welcoming our new Year 7 students to the school and to Year 11 making the leap to post-16 study at Sixth Form. The move up a year is significant for all students, it symbolises progress, maturity, growth and the responsibilities these bring. I look forward very much to seeing students on results days in August as next steps become reality for years 11 and 13; for Year 10, the English Literature results offers a benchmark for the start of year 11. I wish them all every success.

However, before then, we have opportunity for a rest and some relaxation. I thank all our parents, staff and governors for their ongoing support. Well done to all our students for all their successes this year.

I wish you all a wonderful break and look forward to welcoming students back to school on Wednesday 6th September.

Ms Bridge

Calendar:

- ◆ *Tuesday 25th July - term ends at 12.30pm*
- ◆ *Wednesday 26th July to Friday 1st September - Summer holidays*
- ◆ *Monday 4th and Tuesday 5th September - Teacher training days*
- ◆ *Wednesday 6th September - start of Autumn term for all students*
- ◆ *Wednesday 13th September - PTSA AGM 6-7pm, all welcome*
- ◆ *Thursday 14th September - Y11, 12 and 13 Drama trip*

Message from Governors

We are very pleased that, following the recent advert for new parent governors; Nancy Buckley, Kevin Hateley and Claire Summerfield have now joined the Governing Board. Other governors who have joined in the last year are Jenny Hughes-Webb and Richard Woolley. They, together with longer-standing members James Creasey, Molly Whelan, Mandy Bennett and me, now make up a strong Board to support and guide the school.

Governing Boards are made up of parents, school staff and co-opted governors. Co-opted governors are those who live locally, have a strong passion for education and bring a range of skillsets needed by the Board. Governors of Kineton High School have a wealth of experience with diverse backgrounds in law, finance, IT security, recruitment, the Further Education sector, the food industry, residential special schools and logistics. Molly is also a past student of the school.

We are often asked the question "What do Governors do?".

We have three important functions:

- ◆ Work with the Head and senior staff to establish the vision, values and objectives for the school as well as its strategic priorities. One of these priorities in recent years has been to build a new school, and we look forward to completion of this by the end of the next school year.
- ◆ Hold the school to account for its performance. This can include student achievement, inclusion, safety, standards of behaviour and many other areas. We do this by meeting with the Head and senior staff each half-term to receive reports and discuss progress, and by visiting during the school day to see first-hand aspects of the school such as the Special Educational Needs and Disability (SEND) provision.
- ◆ Engage with stake-holders (parents, students and the wider community). We plan to develop this role further during the coming year, including communicating more with parents.

In future newsletters, we hope to feature each of the governors in turn, where they will be able to share more detail on their background and role on the Governing Board. If you would like more information in the meantime, this can be found on the Governors page on the school website.

Finally, as the school year comes to a close, can I wish you all, students, staff and parents, the very best for the summer break.

Mr David Savory
Chair of Governors



Safeguarding Message

With school closing for the summer holidays, support is still available from the following agencies.

Please also see the latest [Safeguarding Bulletin Issue 4](#).

Mr Few

Assistant Headteacher (DSL)



THERE IS ALWAYS SOMEONE THAT CAN

HELP

During the summer holidays the **Safeguarding team** want to remind you that support is available

CHILDLINE
You can talk to us about anything. No problem is too big or too small.
Telephone 0800 1111

RUNAWAY HELPLINE
If you are thinking about running away, if you have already run away, or if you have been away and come back. You can also contact the Helpline if you are worried that someone else is going to run away or if they are being treated badly or abused.
Telephone 116 000 www.runawayhelpline.org.uk

SAMARITANS
24hr service offering emotional support.
Telephone 116 123 Email jo@samaritans.org

LOOK AHEAD
Works with vulnerable people throughout the UK, those with learning difficulties, mental health, young people and the homeless.
Telephone 0333 010 4600 www.lookahead.org.uk/

STAY SAFE YOUNG MINDS
If you feel overwhelmed, or like you want to hurt yourself, support is available for you to talk things through. You deserve help as soon as you need it.
Telephone 0800 068 4141 Text 85258

KOOTH
Safe, anonymous online community and counselling for young people
Kooth.com

Pastoral Update



As the academic year draws to a close it provides us all with the opportunity to reflect on the challenges that we have overcome and successes that we have secured, both individually, and as a community. This year, even more than most, it has been wonderful to see how the school and our local community have responded to some of the tests that have come our way.

Indeed, one of the features of Kineton High School that is often commented on by visitors is the community feel and this is clearest when we are faced with adversity. From working together to navigate the national challenges of industrial action to supporting each other through the experience of losing a dear colleague, the Kineton community ethos has shone through. Our core values of ambition, respect and kindness (ARK) have never been more important and these have been often referred to, and reinforced, throughout the year.

It has been this ambition that has enabled the great successes of the year, from the fantastic enrichment week which students have just experienced to the final farewell for (some of) year 11 and 13 at their respective proms – the students have participated in great events. The Duke of Edinburgh expeditions went ahead as always and Kineton students were presented their gold awards by the Duke himself. Trips to France and Cornwall went ahead as planned and the preparation for the ski trip next year was undertaken. Opportunities for memorable experiences continued to be made, and our students took full advantage throughout the year – many of these memories will undoubtedly last a lifetime.

Driven by kindness and respect we have once again raised money for a variety of charities through one off events and the ever popular Charity Week which is planned and presented by the Sixth Form students themselves. Students here at Kineton never cease to amaze me with their empathy and thoughtfulness when it comes to looking out for each other and ensuring that these charity events always have a great impact.

As we look forward to the new academic year we have some changes in our staff body and this includes the promotion of Ms Boyle from Head of Year 8 to Assistant Headteacher with oversight of Behaviour and Ethos. Ms Campbell will also be moving from the attendance team to work as a key member of the pastoral support team to help support students to engage with their learning. As we welcome new staff to our school community we are also delighted to welcome Ms McLarnon as the new Head of Year 9 (current year 8's) from September. Ms McLarnon will work with Ms Boyle to ensure a smooth handover and introduce herself to students and parents/carers alike in September.

As the old academic year ends with a sense of achievement (as well as tiredness!) the planning for the new year continues. As we reflect on the opportunities of this year we also have the excitement of new challenges and opportunities ahead. By the time we get to this time next summer we will have moved into the new build and be making the most of those opportunities. I'm sure that there will be challenges ahead but I know that as a community we will be able to tackle them with ambition, kindness and respect and through this is what makes being part of this community so special.

I wish you all a restful (and hopefully sunny) summer break.

Mr Gowney-Hedges, Deputy Headteacher

Teaching and Learning

It's been a very, very busy academic year, epitomised in how tired some of the students have looked in the last few days after enrichment week! But what an immensely successful year this has been, with learning opportunities both inside and outside the classroom coming thick and fast.



Students visited Granada, Spain to get some late sunshine at the end of September. The bronze, silver, and gold DofE students were walking right through to the end of November and resumed in the cold, dark days of January. In December we saw the annual Sixth Form charity event (following the Winter Ball a few weeks before). Continuing the performing arts theme, the School Show took place in February with some stunning performances from the students. February was capped off with international trips to Iceland and New York. In March Dan Freedman came to speak to the students in Y7 – Y10 about Jamie Johnson as part of World Book Day. Later in month international women's day was marked in the school looking at famous female achievements past and present. April saw trips to the Wildlife Park and Cadburys World for lots of students across Key Stage 3 (Geography ran trips for every single year group across the year). June saw the start of pride month and was celebrated through pride picnic which has become an annual event at the school. Finally in July enrichment week ran with countless trips across Warwickshire, the country and even abroad to France, alongside two sports days. This endless calendar of enrichment events will provide the students with some memorable experiences. The Ski Trip is back next February with over 100 students signed up.

In September the school will focus on putting the learning back onto the students, citizens of the future will need to be communicative, analytical and decisive, and therefore we want to promote the students to think for themselves. The homework policy supports this with exploratory learning tasks, and the new assessment and feedback policy will also encourage students to take command of their own learning in the way they respond to teacher feedback.

We hope they relish the challenge, but before that we all need a decent break!

Mr Larner, Assistant Headteacher



A foundational year for the PTSA

Following a rally cry from Ms Bridge in 2022 to pull together a group of volunteers to form a PTA, a number of parents volunteered to establish the Kineton High School Parent Teacher Student Association. The purpose of PTSA is to connect the school with the parent community, essentially as an extension of the school community working in partnership with the staff and student body through the student council to enhance the student experience.

2022-2023 was a foundational year for the PTSA and a number of legislative activities needed to be undertaken to ensure we were compliant as an organisation.

- ◆ We joined Parentkind which is a group that supports Parent/Teacher groups and importantly provides us insurance for any events we want to run.
- ◆ Established a committee – PTAs need a committee consisting of a Chair/Vice Chair, Secretary and a Treasurer – these are considered core roles with the broader committee on hand to help with ideas and hands at events. We also identified the need for an events lead and a publicity lead which have been invaluable additions this year.
- ◆ We created a constitution, essentially setting out our purpose and how we would run the PTSA. This can be found on the school website [here](#).

Along with the essentials, we held a number of events which were incredibly successful:

- ◆ **Year 7 disco:** In December we organised a disco for the new Year 7s. We ran a tuck shop, had a prize draw and some amazing help from the sixth form who DJ'd the event. Over 120 Year 7s rocked up in their finest gear to dance the night away.
- ◆ **Family quiz:** In April we held a family quiz with the one and only quizmaster extraordinaire Mr Bonfield. We had ten tables of c.8 people and provided a tuckshop and a raffle. This was a lot of fun and questions that the younger members of the teams could answer (which stumped some of the parents and teachers) as well as some more challenging rounds.

In addition to hosting our own events we provided refreshments at the New Parents evening (July 2022), Open Evening (September 2022) and 'We Will Rock You' School production (February 2023).

We have had a phenomenal first year and would not have been able to do this without the support of the school, Teacher's, Children, Parents, but most of all our fabulous committee who have helped to shape our PTSA and get things going.

At the end of our first year after costs we raised £489.41. which we will use to help fund our forthcoming year of activities.

As we say good bye to some of our committee whose children have left sixth form, we would like to invite you all to think about if you could lend a hand. It could be making a cake for our Open Evening, helping serve refreshments or donating a raffle prize. The committee have three meetings per year, one each term, to help organise events. We will be looking for a new Chair/Co-chair at the end of this next academic year, so please [email](#) us if you are interested in getting involved in whatever capacity you can.



KHS PTSA

Heads of Year messages

Year 7

It does not seem too long ago we were preparing students for their first day at Kineton High School, and now we find ourselves at the end of Year 7, with preparations being made for September and Year 8.

I wish to thank you all for your help and support across this academic year. I am so very grateful for your time, patience, advice and understanding navigating your child(ren) through the transition, managing all the concerns and worries that have arisen. I think we have a group of amazing students who have overcome many personal challenges and I know through our working closely together, we can continue to support their journey towards outstanding attitudes to learning, looking out for each other and being the best versions of themselves they can be. I was proud of Year 7 on the recent Geography Field Trip: they were amazing!

Our core values will remain: Ambitious in all we do, Respect to everyone and Kindness to others and ourselves (ARK). Much of Year 7 has had a focus on Kindness and Respect, not only in the physical environment of school, but also on Social Media Platforms which continue to cause great concern. In Year 8, with your support these will continue to underpin our pastoral work. My recent work is preparing for Year 8, working closely with colleagues to improve academic standards and attitudes to learning. With this in mind, new teaching groups have been created. Students will only be in form groups for registration and Character and Culture lessons. Maths and PE will continue to set, where English, Science and DT will mix up the a and b halves into mixed ability groups. All other classes will be a mixture of students across both year group halves.

My aim is to create learning environments where all students can make progress, be ambitious and be successful. This will mean working with others, developing listening skills, taking risks and working more independently at home. With your support, I am looking to decrease the amount of disruptions to learning and drive up attitude to learning scores.

It is a pleasure working with such amazing students. I hope you and your families have a fantastic, fun-filled and safe summer. I will be in touch with some of you as Year 8 approaches to help bridge the gap from summer to September.

My very best wishes,

Mr Ford, Head of Year 7





Year 8

Well Year 8 what a year!

We raised over 150 pounds for charity through our house captains. Some ILTs this year have been amazing and really are a credit to the year 8 students and how well they engage with the curriculum we have on offer. We have had lots of final year celebrations. We have had lots of trips in Geography and during enrichment week to the National History Museum and Cotswold Wildlife Park. We even had a rewards trip to Drayton Manor. A lucky number of year 8 students even had a residential trip to France. This included an overnight camping experience amongst the stars and two days kayaking in the Ardeche. This trip was first time experiences for a lot of our students and indeed me. We even faced our fears on the high ropes. Year 8 students have had a busy and enriching year and I really look forward to them experiencing the new subject choices they made for going into year 9.

Thank you all for your continued resilience and always trying to achieve your personal best. Good Luck for Year 9.

Ms Boyle, Head of Year 8



Year 8 End of Year Award Winners:

YEAR 8 Summer Subject Awards

Progress and Effort

Music - Lydia M
 History - Ziyad A-W
 RE - Julian A
 Geography - Tegan B-R
 Resistant Materials - Lewis I E
 Graphics - Tegan B-R
 Maths - Olivia B
 Food - Poppy P
 Drama - Katy D
 English - Poppy M
 PE - Sam S
 Science - Ziyad A-W
 Art - Tegan B-R
 Spanish - Byron S

Gold Star Winners

Eve F (8/JR) 296
 Chloe B (8/CRT) 428
 Erin S (8/AV) 506
 Kennedy S (8/JR) 294
 Olivia B (8/JR) 424
 Charlotte C (8/TB)404
 Dominic N-K (8/CRT) 390
 Ziyad A-W (8/JR) 532
 Julian A (8/JR) 517
 Jessica K (8/JK) 368
 Poppy M (8/GV) 484
 Polly J (8/JR) 519
 Finn H (8/JK) 405
 Jack F (8/GV) 378
 Cale B (8/GV) 497
 Tegan B-R (8/GV) 609
 Summer S (8/TB) 366
 Louis W (8/TB)277
 Phoebe M (8/AV) 249
 Cody B (8/TB) 462
 Lewis P (8/CRT) 429
 Jemma G (8/JK) 419
 Jacob G (8/TB) 393
 Callum L (8/JK) 374

Kineton Values Winners

Ziyad A-W	Achieving Personal Best
Ruby J	Ambition
Nathan R	Respect
Lydia M	Kindness

KS3 Kineton Way Shield:

Progress in subjects

Kineton Values

Tegan B-R
 Ziyad A-W

Year 9

As the Year comes to a close its time to celebrate some of the fantastic achievements in Year 9. As a Year group we have accumulated 43,643 positive house points to date. For tutor groups the competition leader board has resulted in a win for CLM.

CLM	7762
GB	7688
AMB	7070
BR	7054
SEL	6748
CP	6508

The inter form attendance competition reflects a similar pattern with 9 CLM also winning.

CLM	93.3
GB	92.6
CP	91.4
SEL	90.8
AMB	90.2
BR	90.0

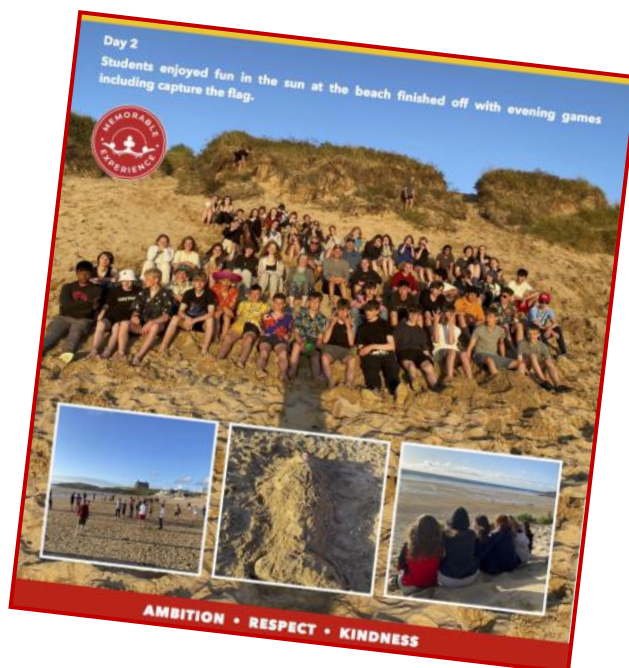
There have been many highlights throughout the year and over the last week there was a fantastic residential in Cornwall and lots of exciting trips during enrichment week.

The trip to Cornwall saw 56 students enjoy challenging activities like surfing, bodyboarding, paddleboarding, coasteering and sea kayaking. Despite the weather students developed their skills and were able to surf and paddle with confidence.

On Monday 17th July two coach loads of students visited Willen Lake in Milton Keynes to the Aqua Park. A fun day of climbing, jumping, and being catapulted from an aqua pillow led to an enjoyable day on the water. Other highlights during enrichment week have been a rewards trip to the Cotswold Wildlife Park and ending in Sport Day.

Have a good break and we look forward to you starting your GCSE's in September.

Mr Daly, Head of Year 9



Year 10

What an excellent year it has been for year 10, with some brilliant opportunities. Year 10 have shown some incredible talent, resilience, and maturity this year, with many of the students performing in the school musical or competing in different sporting events, whilst also preparing for their English Literature exam and completing work experience. The focus and tenacity our students have shown across the year really portrays how hard-working and ambitious our students at Kineton High School are; they should be extremely proud of themselves. Year 10 have had a real focus on careers this year and looking into different industries and opportunities they may potentially follow in the future with most of them completing careers interviews to help guide them into the broad range of careers they are interested in.

I am sad to be leaving Year 10 as they go into year 11; I know they are going to achieve great things and should be extremely proud of themselves for everything they have already accomplished. However, I am excited to start with the year 7 pupils arriving at Kineton High School in September and cannot wait to embark upon this journey with them.

Miss Stallwood, Head of Year 10



Year 11

It seems like a lifetime ago when Year 11 left, but it was actually only a month! I'm sure they've had a well-deserved rest after what was a very busy few months for them.

We are obviously eagerly awaiting results, but we were so proud of how resilient and mature Year 11 were during their GCSEs. Many students had 20+ exams in May/June and there were quite a few "double days", where students had exams in both the morning and the afternoon. Well done, Year 11!

Over 100 students attended our Year 11 Prom at Walton Hall on 6th July. It was a brilliant evening, with great food, a lively atmosphere and a fab DJ. It was great to see Year 11s letting their hair down – metaphorically speaking – and really enjoying themselves at the end of their exam period.

We wish Year 11 every success on the next step of their journey, whether that's at KHS Sixth Form or elsewhere.

*Mrs Simpson
Head of Year 11*



Sixth Form

Kineton Sixth Form has truly thrived this academic year. Our students have put great effort into their studies, showing determination and excellent attitude. Congratulations to all Year 13 students for completing their studies and exams. It is great to have the opportunity to look back over some highlights and successes from the year.



Our Charity Week in December raised over £3000 for Cancer Research in memory of Mr Purewal. Students organised a number of great lunch time events, with the week culminating with an excellent charity show for all staff and students to enjoy.

Students had a brilliant time at our Winter Ball. All students in Years 12 and 13 were invited so the event was great for strengthening our sense of community.

Our Flexible Learning Day in February was focussed on careers and next steps. Students were given a range of valuable opportunities and experiences. Year 12 students followed this up with a trip to Worcester University for a UCAS Exhibition and were able to learn about a range of Higher Education opportunities.

Our new student leadership team have taken up their posts this term and have worked incredibly hard. They organised a hugely successful Pride Picnic and played an important part in our Sixth Form Induction Day, welcoming the students who will join us in September. A huge thank you to all involved in both events.

Year 13 students had a wonderful send off at their prom. It will be great to see everyone on Results Day on 17th August.

I hope that students have a great summer, and we look forward to welcoming them back in September.

*Mr Bonfield,
Head of Sixth Form*





Leave of Absence

During Term Time 2022-23



Student Absence Procedure

If your child is unwell and cannot attend school please call the **24 hour Absence Line on 01926 645 611 before 8.50am**, stating their name and form, your name and the reason. This must be done for each day they will be absent.

If your child is unable to attend school for any reason other than illness, planned or emergency (part day, full day or multiple days), please always complete a leave of absence form and send it by email to khsattendance@stowevalley.com. This form should be used for all appointments (medical, dental, music exams or external sporting activities), holiday requests, religious observance dates and all other reasons or circumstances where your child will be absent from school.

Failure to make an application for leave in advance can also result in a Fixed Penalty Notice being issued to the parent(s).

Unauthorised Absence

There are times when children are absent for reasons, which are not permitted by law. Examples of unauthorised absence are parental illness, term time holidays or a family day out. Where there is no explanation for an absence or where the explanation or reason for the absence is considered unsatisfactory absence will be recorded as 'unauthorised'.

Unauthorised Absences have to be reported to the Local Authority. The Attendance Compliance Enforcement Team may contact you where unauthorised absence continues to be a problem.

Unauthorised absence could result in a Fixed Penalty Fine or other legal action. We are always concerned about the amount of school time pupils miss as a result of term time leave. There is no entitlement to time off during term time. Leave of absence is only granted in exceptional circumstances at the discretion of the Headteacher in accordance with the school policy as agreed by the governing body.

Leave of Absence forms are available on our website

<https://www.kinetonhighschool.org.uk/key-information/attendance-and-absence>

We greatly appreciate parental support to reduce the total amount of days lost due to holidays. We are committed to working in partnership with you to enable your child to reach their academic targets and to support their social development. For this to happen we need to keep individual attendance as high as possible - we all need to play our part.

It is our policy:

- Only in an exceptional circumstance will term time leave be allowed. Parents/Carers wishing to apply for leave of absence need to fill in an application form well in advance and before booking tickets or making travel arrangements.
- If term time leave is taken without prior permission from the school, the absence will be unauthorised and you may be liable for a fixed-penalty fine or other legal action.
- Please remember that absence for whatever reason disadvantages a child by creating gaps in his/her learning. A good understanding of the work and good progress can only take place when the child is in the classroom regularly and on time.

If you think you have exceptional circumstances please talk to us without delay and before arrangements are entered into or money committed. If exceptional circumstances are accepted the Headteacher will determine how much absence will be authorised. Each application for a leave of absence will be considered on a case by case basis and on its own merits.

The full Attendance policy can be found under <https://www.kinetonhighschool.org.uk/about-us/policies>



Leave of Absence During Term Time 2022-23



The Supreme Court clarified has clarified the law on unauthorised leave, including holidays, during term time (Platt v Isle of Wright 2017). The Supreme Court has made clear that attending school 'regularly' means that the children must attend school on every day that they are required to do so. As such, the parents of any child who is absent from school without authorisation for any length of time are likely to be considered as committing an offence under s444 of the Education Act 1996.

The regulations regarding Leave of Absence (The Education (Pupil Regulations) (England) Regulations 2006 as amended by Education (Pupil Regulations) (England) (Amendment) Regulations 2013.) advise:

Head teachers **shall not grant any** Leave of Absence during term time **unless they consider** there are **exceptional** circumstances relating to the application.

If the leave is granted, Head teachers are able to determine the number of school days a child can be absent for.

It is for the Head teacher to decide what is 'exceptional' and it is at their discretion if the circumstances warrant the leave to be granted. When making an application for Leave of Absence in advance parents are advised to give sufficient information and time to allow the Head teacher the opportunity to consider all the exceptional circumstances and to notify parents of their decision. It is advised that if the resident parent has not received notification or a response regarding the leave of absence application, it is their responsibility to ascertain if the leave is authorised prior to the start of the leave.

The school can only consider Leave of Absence requests which are made by the 'resident' parent ie the parent with whom the child normally resides.

Where applications for leave of absence are made in advance and refused, the child will be required to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence, which may result in legal action being taken against the parent(s), by way of a Fixed Penalty Notice.

Where a leave of absence is requested, but additional days taken either prior to or after the request may be considered as part of the leave of absence and could result in a Fixed Penalty Notice being issued to the parent(s).

Each application for a leave of absence will be considered on a case-by-case basis and on its own merits.

Leave of Absences which are not made in advance cannot be authorised in line with legislation. This will result in the absence being recorded as 'unauthorised'. This may result in legal action against the parent, by way of a Fixed Penalty Notice. All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council.

It is important to note, Fixed Penalty Notices are issued to **each parent of each absent child**, (for example 2 children and 2 parents, means **each** parent will receive 2 invoices in the amount of £120 each, totalling £240 for both children, this is reduced to £60 per child if paid within 21 days).

Where a Fixed Penalty Notice is not paid within the required timeframe as set out on the notice, the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal proceedings under S444 Education Act 1996.

Fixed Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices.

Your child's progress academically as well as socially is our shared priority

Warwickshire School pupils recorded 93,366 half day sessions of absence due to holiday in the Academic year 2021-22.