



Ocean Academy Poole

an Aspirations Academy

Self-Worth | Engagement | Purpose

'Bringing learning to life: No limits. No barriers.'

Mrs J Quarrie - Executive Principal
Constitution Hill Road, Poole
Dorset, BH14 0PZ

01202 606888

office@ocean-aspirations.org

www.ocean-aspirations.org

Dear Parent/Carer

21 September 2023

Information to Parent/Carers regarding Leave of Absence During Term Time

I am writing to remind you of the legislation relating to pupils' attendance at school. Section 7 of the Education Act 1996 states that a parent/carers is responsible for ensuring that their child(ren) of statutory School/Academy age receive a full-time education and attend School/Academy regularly.

From 1st September 2013 Headteachers were not able to agree any leave of absence in term time. Leave of absence can only be agreed by Headteachers for exceptional circumstances.

I wish to remind you that any request for leave of absence, due to exceptional circumstances, must be made in writing in advance to the Headteacher. Each request will be considered on its individual merits. The Headteacher will decide whether or not to authorise the absence and respond to each request within seven days of each application.

Any absence which has not been authorised by the School/Academy may lead to a request to BCP Council for a prosecution under s444(1) of the Education Act 1996. A Penalty Notice could be offered in lieu of a prosecution of £60 rising to £120 per child per parent/carers.

We thank you for your support in ensuring that your child is not absent from School /Academy during term time.

Yours sincerely

Mrs J Quarrie
Executive Principal



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