

Looked after Children and Young People Protocol.

Absence from school during term time.

Wiltshire is a committed corporate parent, working to raise the educational achievement of children in care, this includes increasing attendance and reducing persistent absence as a high priority.

Educational data and research strongly supports the impact of good attendance for all children, enabling them to achieve their full potential.

DfE statutory guidance is very clear that absence in term time cannot be approved for holidays, any requests to miss school must only be approved in exceptional circumstances. The same principles must apply to Children and Young People in Care attending schools in Wiltshire or other Counties.

The following Protocol must be followed in **all** circumstances. Details will need to be discussed with carers; foster care agencies and schools when a child is placed with them.

Carers.

- If a carer believes that there is a need for a child to be absent from school for any reason, including medical appointments, they need to discuss it with the child's social worker.
- Carers and Social Workers should not apply directly to the school for absence in term time.
- The carer must not book a holiday for the child assuming permission will be granted.

Social Worker.

- Following discussion with the social care manager, alternatives to absence from school should be explored.
- If the social care manager judges that it is in the interest of the child to be absent from school during term-time a written request should be submitted to the Virtual School Head teacher.
- The request will be discussed with the Head of Service, Care and Placement.
- If the absence in term-time is agreed a written request from the Virtual School Head teacher will be sent to the Head teacher of the school.

Head teacher.

Head teachers are requested not to authorise holiday in term time and to refer any such requests to the Virtual School Head teacher.

Contact

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