**West Sussex – Practice Guidance**

IROs are qualified social workers with at least five years’ experience, and who have acquired the right skills to carry out this role.

**Holidays for Children Looked After in Term Time**

**Position Statement**

Children must not be taken on holiday during term time.

Children are only in school for 190 days each year. There are 175 other days for holidays.

As corporate parents, we have a duty to promote our children’s education and therefore their attendance at school. If there are exceptional circumstances for a holiday in term time, this request must be escalated to the Service Lead for consideration prior to any holiday being booked. The Service Lead will discuss this request with the Virtual School Head Teacher. A recommendation will be made to the Head of Service. If this is supported by the Head of Service, a request will be made to the Head Teacher of the child’s school to grant the leave of absence.

Requests must be made in writing. (Note that under the Education (Pupil Registration) (England) (Amendment) Regulations 2013, the previous ability of head teachers to grant leave of absence for the purpose of a holiday during term time in 'special circumstances' of up to ten school days leave per year has been removed. The 2013 Regulations make clear that head teachers may not grant any leave of absence during term time unless there are 'exceptional circumstances').

**Reference Points;**

[education pupil registration amendment regulations 2013 - Google Search](https://www.google.com/search?q=education+pupil+registration+amendment+regulations+2013&sourceid=ie7&rls=com.microsoft:en-GB:IE-SearchBox&ie=&oe=&safe=strict&gws_rd=ssl)

