

Larchwood Gardens
Pilgrims Hatch
Brentwood
Essex CM15 9NG



T: 01277 372450
E: office@larchwood.essex.sch.uk
W: www.LarchwoodPrimary.co.uk

Headteacher: Mr.S.Bowsher

24 July 2024

Attendance Policy and Term Dates

Dear Parent/Carer

Please find attached to this letter the new attendance policy for 2024/25 that was approved by governors last week.

The policy sets out the school procedures around attendance, the legal position and parents' responsibilities as well as the importance of good attendance.

Having good attendance at school means children are more likely to succeed and do well. With this in mind the government have changed the rules around term time holidays (and poor attendance in general) which includes larger penalty notices. Please take time to make yourself familiar with the policy.

As always, term time holidays will not be approved. To help with planning family holidays, also attached to this letter is a copy of the school term dates for next year (2024/25) and the following year 2025/26.

Mr S Bowsher
Headteacher

