



OAKWOOD JUNIOR SCHOOL
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Headteacher: Ms Nancy Elks

Friday 23rd October 2009

Dear Parents/Carers

There have been recent changes put forward by the Local Authority regarding parent(s) taking their children out of school during term times. Head teachers were able to allocate a maximum of 10 days holiday time within a school year. However, this has now changed and parents need to be informed of the new policy advocated by the Local Authority. The following information has been sent directly to schools and will be effective from Monday 2nd November.

Copies of the leave of absence application forms are available from the school office. If you need any further information or clarification do get in touch with either myself, or Pearl Daley in the office.

Yours sincerely

Nancy Elks
Head Teacher

