



## THE BISHOP OF HEREFORD'S BLUECOAT SCHOOL

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Headteacher: Mr T Williams

6<sup>th</sup> January 2026

Dear Parents and Carers,

We hope you and your family are well. As we move through the school year, we wanted to take a moment to remind everyone about the expectations around school attendance and holidays.

As you may know, the Department for Education (DfE) requires all schools in England to follow strict guidance on attendance. Under this guidance, we are unable to authorise holidays during term time, except in truly exceptional circumstances. We understand that family time is precious and that holidays can be an important opportunity to relax and reconnect. However, term-time absence can have a significant impact on a child's learning, confidence, and long-term progress. There are 13 weeks of the year when students are not in school, which can be used for holidays.

Children achieve their best when they are in school every day. Even a few days away can mean missed learning, gaps in understanding, and less certainty when they return. Good attendance supports not only academic success but also friendships, routines, and overall wellbeing.

We also want to ensure families are aware of the legal responsibilities around attendance. If a child has unauthorised absences, including unauthorised holidays, the Local Authority may issue a Fixed Penalty Notice. Currently, this is £80 per parent, per child if paid within 21 days, rising to £160 if paid after 21 days but within 28 days. We share this information not to worry families, but to ensure everyone is fully informed.

If you or your family are facing challenges that may affect your child's attendance, we are here to help and can often work together to find support or solutions. Please make contact through your child's pastoral mentor or use the details on the 'contact us' page of the school website.

[The Bishop of Hereford's Bluecoat School - Contact Us](#)

Thank you for your understanding and for your continued commitment to your child's education. By working together, we can help ensure every child has the best possible chance to thrive.

Kind regards,

Mr T Williams  
Headteacher

Mr J Nicholas  
Assistant Headteacher  
Attendance Lead

*Always Faithful with Christ*