



Merridale Primary School

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Headteacher: Mr Simon Lane

Our Ref: SL/MM

Date : Friday 14th February 2020

Dear Parents/Carers

Request for Leave of Absence during Term Time

I recently had a visit from a Local Authority School Inspector. As part of their inspection, they carried out a detailed audit of our attendance, which included the school's decision to authorise Leave of Absence requests. Our attendance figures show that our authorised absence figures for leave requests for pupils is significantly higher than other schools in Wolverhampton. We have also been informed that the level of authorisation would place us at risk during an Ofsted inspection as attendance of pupils is a key measure when making a judgement about a school's performance.

Due to this, Governors have decided that any requests for leave of absence will be unlikely to be granted as of today.

Yours sincerely,

Mr S Lane
Headteacher