

KIRKLEES METROPOLITAN COUNCIL

BOARD: CABINET	DATE: 16 th July 2008
STATUS OF REPORT: PUBLIC	
CABINET PORTFOLIO: CHILDREN AND YOUNG PEOPLE	
AREA COMMITTEES/WARDS AFFECTED: ALL	
TITLE: TERM DATES FOR THE SCHOOL YEAR 2009/10 AND 2010/11	
WHY IS IT COMING HERE? / WHAT DECISION IS REQUIRED? There is no delegation below Cabinet level. This report seeks approval for the term dates and confirmation of the present policy on term dates.	
IS THIS AN URGENT ACTION APPROVED BY CHAIR OF SCRUTINY? No	
WHAT ARE THE KEY POINTS? <p>Kirklees Local Authority determines term dates for Community, Special and Voluntary Controlled schools. The governing bodies of Aided and Foundation schools determine their own dates.</p> <p>For the school years 2009/2010 and 2010/11, 195 school days have been identified, five of which will be pupil occasional holidays determined by the governing body of the school. Of the 195 days identified, pupils attend for the statutory 190 days per school year and five days are used for staff training.</p> <p>Officers are liaising with other Authorities in Yorkshire and the North East with a view to achieving local standardisation of term dates from 2009/10. The Local Authorities have met on several occasions and have drawn up Guiding Principles for setting term dates. Officers from the Local Authorities involved have agreed to use the Guiding Principles as a starting point, however, there are many different local needs and procedures currently in operation and it is felt that standardisation is something which we will have to try and work towards. It is unlikely to be achieved in the immediate future as local arrangements may need to be amended following consultation procedures in each Local Authority. Full standardisation may not be possible without national legislation on school term times.</p> <p>Kirklees is one of the few Local Authorities in the group with a set policy for drawing up term dates and, as it is so close to the Guiding Principles, we are in a strong position to take a lead in this process.</p> <p>The group is to continue to meet to try and further the process of standardisation.</p> <p>The Appendices to this report include a report on the meetings of the group, the Kirklees' policy, the Guiding Principles for the Yorkshire and North East regions and proposed term dates.</p>	
OFFICER RECOMMENDATION It is recommended that the current policy on term dates be re-affirmed with the understanding that small adjustments may be considered to bring us into line with other members of the Yorkshire and North East region and the term dates for the school years 2009/10 and 2010/11, appended to this report, be approved and also sent to the governing bodies of Aided and Foundation schools and neighbouring Authorities for information.	
PORTFOLIO HOLDER'S RECOMMENDATION To re-affirm the current policy and approve the term dates for 2009/10 and 2010/11.	
CONSULTEES AND THEIR RESPONSES The policy and term dates have been considered and accepted by the Education Liaison Groups.	

CONTACT OFFICER AND RELEVANT PAPERS

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TERM DATES FOR KIRKLEES

Background

In October 2006 the Leeds LA was asked to host a regional meeting to try and achieve standardisation of term dates across the Yorkshire region.

The first meeting took place in February 2007 and included representatives from the following LAs:

Barnsley	North Yorkshire
Bradford	Rotherham
Doncaster	Sheffield
Kirklees	Wakefield
Leeds	York.

The LAs met several times and agreed to draw up Guiding Principles for setting term dates. It was agreed that consideration would be given to the LGA standard school year but that the Guiding Principles would be used to inform the proposed term dates.

The group was extended to include all North Eastern LAs and the expanded group has now met twice, the last meeting being on 27 February 2008. The Guiding Principles have been agreed in principle by the LA representatives and draft term dates have been drawn up for 2009/10 and 2010/11.

The Position in Kirklees

Kirklees has a long established policy for the setting of term dates. The Kirklees policy (appendix II) and the Guiding Principles for Yorkshire and the North East (appendix III) are attached.

It can be seen that there is very little difference between the two policies. The main difference being around the setting of the end of the Spring term, the Easter break. Under the terms of the Guiding Principles there is a danger that we would always be out of step with our Catholic schools which tend to remain open until the close of school on Maundy Thursday. Under the terms of the Kirklees policy this only happens when Easter Sunday falls after 8 April.

Proposal

The Kirklees policy is long-standing and generally works well. As the difference between the Kirklees policy and the Guiding Principles is so small it is proposed that Kirklees continues to work to the terms of the current policy with the understanding that we will be prepared to consider small adjustments to bring us into line with other members of the group.

The Next Step

Kirklees wishes to seek approval of term dates for 2009/10 and 2010/11.

Appendix IV is the proposed dates for Kirklees for 2009/10 and 2010/11. The dates are shown in the normal Kirklees format and the calendar format used by the other LAs.

Appendix V is the draft dates drawn up by the North-East and Yorkshire regional group.

2009/10 - By comparing the two proposals it can be seen that the only difference is in the start and finish of the school year. The group felt that this was not an issue if the half-term and end of term breaks co-incided.

The Authorities present at the meeting on 27 February 2008 were or were intending to consult on the proposed dates.

2010/11 – The group drew up two proposals for this year, option 1 and option 2.

Option 2 exactly matches the Kirklees proposals and was the option favoured by the members of the group.

Kirklees asks for approval of the Kirklees proposals for terms dates for 2009/10 and 2010/11.

POLICY FOR SCHOOL TERM DATES

The policy for determining the 195 school days was approved by Education Committee on 10 August 1993.

The school year shall consist of 195 school days. Pupils must attend on 190 of those days. In nominating the five pupil occasional holidays, governing bodies must accommodate the use of the school as a polling station, where needed.

1. Start of the School Year

The school year shall start on the first week day in September.

2. Autumn Half Term Holiday

The Autumn half term holiday shall be the five days which are the last period Monday to Friday in October. According to the year October half term can start as early as Monday 21 and as late as Monday 27 October.

3. Christmas Holiday

The Christmas holiday shall start on the Friday which is on, or otherwise immediately prior to, 22 December and shall include at least 10 school days (three weekends) and any New Year's day holiday which is outside that period.

4. February Half Term Holiday

The February half term holiday shall be five days Monday to Friday which divides the term as far as possible into two equal parts.

5. Easter Holiday

If Easter Sunday falls on or before 8 April the term shall end at the close of the afternoon session on Maundy Thursday (the day before Good Friday) and be closed for 11 school days. If Easter Sunday falls after 8 April the term shall end at the close of the afternoon session on the Friday before Good Friday. The holiday will be 10 school days.

6. Spring Bank Half Term Holiday

The Spring Bank half term holiday shall be five days Monday to Friday from the statutory holiday which falls as the last Monday in May.

7. The Start of the Summer Holiday

Taking into account the holidays given above, the start of the Summer holiday shall be such that the school year consists of 195 school days of which five days shall be declared as pupil occasional holidays by the governing body of each community, controlled and special school.

NB: If Christmas Eve falls on Friday the 22nd December, then the Christmas holiday must start on Thursday 21st December.

Setting the School Calendar Guiding Principles for Yorkshire and North East Regions

Appendix III

- 1.0 The following Authorities listed will work together to establish common school holiday dates each year:

Yorkshire Authorities:

Barnsley	Leeds
Bradford	North Yorkshire
Calderdale	Rotherham
Doncaster	Sheffield
East Yorkshire	Wakefield
Kirklees	York

North East Authorities:

Cumbria	Northumberland
Darlington	Redcar/Cleveland
Durham	Stockton
Gateshead	Sunderland
Hartlepool	
Middlesborough	

- 2.0 The school year will consist of 195 school days. Pupils must attend on 190 of those days.
- 3.0 The starting point for consideration of each year's holiday pattern will be the pattern recommended by the LGA for that school year modified as per these principles.
- 4.0 Wherever possible, in any academic year, terms should be of equal length and split weeks avoided or kept to a minimum. Where there are an odd number of weeks the second half term should be the shorter of the two.

5.0 **Start of the School Year**

The school year will normally start on the first Monday in September.

6.0 **Autumn Half Term**

The Autumn half term break will be the five days which are the last period Monday to Friday in October. According to the year, October half term can start as early as Monday 21 and as late as Monday 27 October.

7.0 **Christmas Break**

The Christmas break will be at least 10 weekdays, and will normally start at the end of the school day on the Friday which is on, or otherwise immediately prior to, 22 December. It will include the New Year's day holiday which is outside that period, and the day after New Year's Day, where this is a weekday.

8.0 **February Half Term**

The February half term holiday will be five days Monday to Friday, which divides the term as far as possible into two equal parts. Where there are an odd number of weeks the second half term will be the shorter of the two.

9.0 Easter Break

The Spring Term will normally end at the end of the school day on the Friday before Good Friday. The holiday will be 10 weekdays.

Where the LGA recommended patterns would result in a break between the Easter bank holidays and the school Easter holiday, consideration will be given to modifying Easter to incorporate the bank holidays in the school holiday. The Easter bank holidays could be at the start (with the Spring Term ending at the end of the school day on the Thursday before Good Friday), middle, or end of the school Easter break, but never outside of the break itself.

10.0 Spring Bank Half Term

The Spring Bank half term will be five days Monday to Friday from the statutory holiday which falls as the last Monday in May.

11.0 End of the School Year

Taking into account the above pattern, term will end on the date which achieves 195 school days of which five days shall be declared as training days. The term will normally end on the third Friday in July.

The summer break will not be less than five weeks and preferably not less than six weeks.

12.0 Exceptions

Some LEAs (such as Bradford) have historically provided for a number of occasional (training) days within the schedule. These days allow schools to be responsive to their respective community needs. The schedule normally provides for between 3 – 5 occasional days which are found by reducing the half terms to three days in length.

13.0 Polling Day

In nominating the five training days, governing bodies must accommodate the use of the school as a polling station, where needed. Where schools close on polling day governing bodies should use this as a training day.

**TERM DATES FOR
COMMUNITY, CONTROLLED AND COMMUNITY SPECIAL SCHOOLS**

ACADEMIC YEAR 2009/10									
AUTUMN TERM Days 74			SPRING TERM Days 59			SUMMER TERM Days 62			
FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY	
Tuesday 1 Sept	Monday 26 Oct to Friday 30 Oct inclusive	Friday 18 Dec	Monday 4 Jan	Monday 15 Feb to Friday 19 Feb inclusive	Thursday 1 April	Monday 19 April	Monday 31 May to Friday 4 June inclusive	Wednesday 21 July	

DATES TO REMEMBER

GOOD FRIDAY - Friday 2 April 2010
MAY DAY - Monday 3 May 2010
(not included in the above totals)

195 DAYS - FIVE OF WHICH ARE TO BE PUPIL OCCASIONAL HOLIDAYS

Note: Two of the five days may be disaggregated. If schools wish to disaggregate additional days, a written request giving details must be submitted to School Admissions, Oldgate House.

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KIRKLEES METROPOLITAN COUNCIL PROPOSED REGIONAL CALENDAR 2009/10

2009	August			September					October					November					December					
Mon		24	31		7	14	21	28		5	12	19	26		2	9	16	23	30		7	14	21	28
Tue		25		1	8	15	22	29		6	13	20	27		3	10	17	24		1	8	15	22	29
Wed		26		2	9	16	23	30		7	14	21	28		4	11	18	25		2	9	16	23	30
Thu		27		3	10	17	24		1	8	15	22	29		5	12	19	26		3	10	17	24	31
Fri		28		4	11	18	25		2	9	16	23	30		6	13	20	27		4	11	18	25	
Sat		29		5	12	19	26		3	10	17	24	31		7	14	21	28		5	12	19	26	
Sun		30		6	13	20	27		4	11	18	25		1	8	15	22	29		6	13	20	27	

2010	January					February				March					April				
Mon		4	11	18	25	1	8	15	22	1	8	15	22	29		5	12	19	26
Tue		5	12	19	26	2	9	16	23	2	9	16	23	30		6	13	20	27
Wed		6	13	20	27	3	10	17	24	3	10	17	24	31		7	14	21	28
Thu		7	14	21	28	4	11	18	25	4	11	18	25		1	8	15	22	29
Fri	1	8	15	22	29	5	12	19	26	5	12	19	26		2	9	16	23	30
Sat	2	9	16	23	30	6	13	20	27	6	13	20	27		3	10	17	24	
Sun	3	10	17	24	31	7	14	21	28	7	14	21	28		4	11	18	25	

2010	May					June					July					
Mon		3	10	17	24	31		7	14	21	28		5	12	19	26
Tue		4	11	18	25		1	8	15	22	29		6	13	20	27
Wed		5	12	19	26		2	9	16	23	30		7	14	21	28
Thu		6	13	20	27		3	10	17	24		1	8	15	22	29
Fri		7	14	21	28		4	11	18	25		2	9	16	23	30
Sat	1	8	15	22	29		5	12	19	26		3	10	17	24	31
Sun	2	9	16	23	30		6	13	20	27		4	11	18	25	

Bank Holiday



Holiday



TERM DATES FOR

COMMUNITY, CONTROLLED AND COMMUNITY SPECIAL SCHOOLS

ACADEMIC YEAR 2010/2011								
AUTUMN TERM Days 73			SPRING TERM Days 69			SUMMER TERM Days 53		
FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY
Wednesday 1 Sept	Monday 25 Oct to Friday 29 Oct Inclusive	Friday 17 Dec	Tuesday 4 Jan	Monday 21 Feb to Friday 25 Feb inclusive	Friday 15 April	Tuesday 3 May	Monday 30 May to Friday 3 June inclusive	Thursday 21 July

DATES TO REMEMBER

GOOD FRIDAY - Friday 22 April 2011

MAY DAY - Monday 2 May 2011

195 DAYS - FIVE OF WHICH ARE TO BE PUPIL OCCASIONAL HOLIDAYS

Note: Two of the five days may be disaggregated. If schools wish to disaggregate additional days, a written request giving details must be submitted to School Admissions, Oldgate House.

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KIRKLEES METROPOLITAN COUNCIL PROPOSED REGIONAL CALENDAR 2010/11

2010	August			September				October				November				December							
Mon		23	30		6	13	20	27		4	11	18	25	1	8	15	22	29		6	13	20	27
Tue		24	31		7	14	21	28		5	12	19	26	2	9	16	23	30		7	14	21	28
Wed		25		1	8	15	22	29		6	13	20	27	3	10	17	24		1	8	15	22	29
Thu		26		2	9	16	23	30		7	14	21	28	4	11	18	25		2	9	16	23	30
Fri		27		3	10	17	24		1	8	15	22	29	5	12	19	26		3	10	17	24	31
Sat		28		4	11	18	25		2	9	16	23	30	6	13	20	27		4	11	18	25	
Sun		29		5	12	19	26		3	10	17	24	31	7	14	21	28		5	12	19	26	

2011	January					February					March					April					
Mon		3	10	17	24	31		7	14	21	28		7	14	21	28		4	11	18	25
Tue		4	11	18	25		1	8	15	22		1	8	15	22	29		5	12	19	26
Wed		5	12	19	26		2	9	16	23		2	9	16	23	30		6	13	20	27
Thu		6	13	20	27		3	10	17	24		3	10	17	24	31		7	14	21	28
Fri		7	14	21	28		4	11	18	25		4	11	18	25		1	8	15	22	29
Sat	1	8	15	22	29		5	12	19	26		5	12	19	26		2	9	16	23	30
Sun	2	9	16	23	30		6	13	20	27		6	13	20	27		3	10	17	24	

2011	May					June					July					
Mon		2	9	16	23	30		6	13	20	27		4	11	18	25
Tue		3	10	17	24	31		7	14	21	28		5	12	19	26
Wed		4	11	18	25		1	8	15	22	29		6	13	20	27
Thu		5	12	19	26		2	9	16	23	30		7	14	21	28
Fri		6	13	20	27		3	10	17	24		1	8	15	22	29
Sat		7	14	21	28		4	11	18	25		2	9	16	23	30
Sun	1	8	15	22	29		5	12	19	26		3	10	17	24	31

Bank Holiday



Holiday



NORTH EAST AND YORKSHIRE PROPOSED REGIONAL CALENDAR

APPENDIX V

2009/2010

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2009	July	August	September	October	November	December
Monday		24 31	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28
Tuesday		25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29
Wednesday		26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Thursday		27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31
Friday		28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25
Saturday		29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26
Sunday		30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27

2010	January	February	March	April	May	June
Monday	4 11 18 25	1 8 15 22	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28
Tuesday	5 12 19 26	2 9 16 23	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29
Wednesday	6 13 20 27	3 10 17 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30
Thursday	7 14 21 28	4 11 18 25	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24
Friday	1 8 15 22 29	5 12 19 26	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25
Saturday	2 9 16 23 30	6 13 20 27	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26
Sunday	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27

2010	July
Monday	5 12 19 26
Tuesday	6 13 20 27
Wednesday	7 14 21 28
Thursday	1 8 15 22 29
Friday	2 9 16 23 30
Saturday	3 10 17 24 31
Sunday	4 11 18 25

195 DAY ENVELOPE

-  Bank Holiday
-  Holiday

The number of term days shown is 195. Up to five of these days will be used as professional development days for teaching staff; pupils will not attend on these days. Each school determines when these will take place and will inform parents.

NORTH EAST AND YORKSHIRE PROPOSED REGIONAL CALENDAR

2010/2011

OPTION 1 DRAFT

2010	July	August	September	October	November	December
Monday		23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27
Tuesday		24 31	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28
Wednesday		25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29
Thursday		26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Friday		27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31
Saturday		28	4 11 18 25	2 9 16 26 30	6 13 20 27	4 11 18 25
Sunday		29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26

2011	January	February	March	April	May	June
Monday	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27
Tuesday	4 11 18 25	1 8 15 22	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28
Wednesday	5 12 19 26	2 9 16 23	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29
Thursday	6 13 20 27	3 10 17 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30
Friday	7 14 21 28	4 11 18 25	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24
Saturday	1 8 15 22 29	5 12 19 26	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25
Sunday	2 9 16 23 30	6 13 20 27	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26

2011	July
Monday	4 11 18 25
Tuesday	5 12 19 26
Wednesday	6 13 20 27
Thursday	7 14 21 28
Friday	1 8 15 22 29
Saturday	2 9 16 23 30
Sunday	3 10 17 24 31

195 DAY ENVELOPE

- Bank Holiday
- Holiday

The number of term days shown is 195. Up to five of these days will be used as professional development days for teaching staff; pupils will not attend on these days. Each school determines when these will take place and will inform parents.

NORTH EAST AND YORKSHIRE PROPOSED REGIONAL CALENDAR

OPTION 2 DRAFT

2010/2011

2010	July	August	September	October	November	December
Monday		23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27
Tuesday		24 31	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28
Wednesday		25	1 8 15 22 29	6 13 20 27	3 # 17 24	1 8 15 22 29
Thursday		26	2 9 16 23 30	7 14 21 28	4 # 18 25	2 9 16 23 30
Friday		27	3 10 17 24	1 8 15 22 29	5 # 19 26	3 10 17 24 31
Saturday		28	4 11 18 25	2 9 16 26 30	6 # 20 27	4 11 18 25
Sunday		29	5 12 19 26	3 10 17 24 31	7 # 21 28	5 12 19 26

2011	January	February	March	April	May	June
Monday	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27
Tuesday	4 11 18 25	1 8 15 22	1 8 15 22 29	5 12 19 26	3 # 17 24 31	7 14 21 28
Wednesday	5 12 19 26	2 9 16 23	2 9 16 23 30	6 13 20 27	4 # 18 25	1 8 15 22 29
Thursday	6 13 20 27	3 10 17 24	3 10 17 24 31	7 14 21 28	5 # 19 26	2 9 16 23 30
Friday	7 14 21 28	4 11 18 25	4 11 18 25	1 8 15 22 29	6 # 20 27	3 10 17 24
Saturday	1 8 15 22 29	5 12 19 26	5 12 19 26	2 9 16 23 30	7 # 21 28	4 11 18 25
Sunday	2 9 16 23 30	6 13 20 27	6 13 20 27	3 10 17 24	1 8 # 22 29	5 12 19 26

2011	July
Monday	4 11 18 25
Tuesday	5 12 19 26
Wednesday	6 13 20 27
Thursday	7 14 21 28
Friday	1 8 15 22 29
Saturday	2 9 16 23 30
Sunday	3 10 17 24 31

195 DAY ENVELOPE

-  Bank Holiday
-  Holiday

The number of term days shown is 195. Up to five of these days will be used as professional development days for teaching staff; pupils will not attend on these days. Each school determines when these will take place and will inform parents.