

**Name of meeting: Kirklees Cabinet**

**Date: 27 June 2017**

**Title of report: Term Dates for the Academic Year September 2018 to July 2019**

**Purpose of report**

Kirklees Local Authority as the admission authority determines term dates for community, special and voluntary controlled schools. The governing bodies of voluntary aided schools and trust schools and the academy trusts of academies and free schools, are able to determine their own dates;. In the interests of pupils and their families and staff the majority of own admission authority schools coordinate with those dates set by the Council.

This report is being presented in order to approve the term dates for the academic year 2018/2019.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	<b>No</b>
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	<b>No</b> <b>If yes also give date it was registered</b>
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	<b>Yes</b>
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>	<b>Gill Ellis 16<sup>th</sup> June 2017</b>
<b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>	<b>Philip Deighton 16<sup>th</sup> June 2017</b>
<b>Is it also signed off by the Service Director for Governance and Commissioning Support?</b>	<b>John Chapman 16<sup>th</sup> June 2017</b>
<b>Cabinet member <a href="#">portfolio</a></b>	<b>Cllr Masood Ahmed</b>

**Electoral wards affected: All Wards**

**Ward councillors consulted: No**

**Public or private: Public**

**1. Summary**

Statutory regulation requires that 195 school days are identified in any academic year. Pupils attend school for a statutory 190 days and then five additional days called pupil occasional holidays are determined by the governing body of the school.

The Kirklees (1993) policy for determining school term dates is set out in Appendix 1.

The Local Government Association (LGA) urges Authorities to try to achieve a coordinated approach when determining term dates and there is increasing pressure to try to agree a common calendar across the country. Officers have liaised with neighbouring authorities to inform the consultation process in Kirklees and this has highlighted that because of differing policies and approaches to those that are operated in Kirklees some of the dates proposed, do not match with those in other LAs.

When applying the Kirklees policy, the dates proposed for our school term dates for 2018/2019 indicate that there are common dates between Kirklees and its neighbours, there was, however, a mismatch between the 2018/2019 Autumn half term holiday (as determined by the Kirklees policy) compared with the dates set by the majority of our neighbouring local authorities. The Kirklees policy determines that the Autumn half term holiday shall be the five days which are the last period Monday to Friday in October, this can start as early as Monday 21 October and as late as Monday 27 October. Applying the Kirklees policy would mean that the half term holiday in Kirklees would be Monday 22 October to Friday 26 October 2018, however as set out in Appendix 2 it can be seen clearly that the majority of our neighbouring local authorities propose to have the Autumn half term holiday on Monday 29 October 2018 until Friday 2 November 2018 (inclusive).

Following consultation with Headteachers, The Trade Union Liaison Group and with the Place Planning and Admissions Group, it is proposed that the pattern of the Autumn half term holiday in 2018/19 should follow that of the majority of our neighbouring local authorities.

## 2. Information required to take a decision

### Proposed Term Dates for Kirklees for the academic year 2018/2019

<b><u>Autumn Term</u></b> <b>Begins</b> <b>Half Term</b> <b>Ends</b>	Monday 3 September 2018 Monday 29 October to Friday 2 November 2018 (inclusive) Friday 21 December 2018
<b><u>Spring Term</u></b> <b>Begins</b> <b>Half Term</b> <b>Ends</b>	Monday 7 January 2019 Monday 18 February to Friday 22 February 2019 (inclusive) Friday 12 April 2019
<b><u>Summer Term</u></b> <b>Begins</b> <b>Half Term</b> <b>Ends</b>	Monday 29 April 2019 Monday 27 May to Friday 31 May 2019 (inclusive) Monday 22 July 2019

### **3. Implications for the Council**

#### **3.1 Early Intervention and Prevention (EIP)**

There will be no impact

#### **3.2 Economic Resilience (ER)**

There will be no impact

#### **3.3 Improving Outcomes for Children**

There will be no impact

#### **3.4 Reducing demand of services**

There will be no impact

#### **3.5 Other (eg Legal/Financial or Human Resources)**

There will be no impact

### **4. Consultees and their opinions**

The main route for consultation regarding proposed school term dates has been with the main school Professional Associations and Trades Unions through the respective Liaison Groups and Headteacher Group Meetings. All Headteachers of all schools in Kirklees have been consulted during the process as well as members of the Place Planning and Admissions Group which is made up of Headteachers, Diocese representatives and officers.

It is generally recognised that dates proposed for Kirklees and those in neighbouring authorities have the potential to impact on families who may have children in school in more than one authority (eg a child at a primary school in Kirklees and a sibling at a secondary school in Leeds) as well as affecting school staff who live in neighbouring authorities and have children at school as this may create problems with childcare and that this could have potential impact on attendance of pupils for some schools. However, this has been addressed by making adjustments to the proposed dates for approval by Cabinet it is challenging to fully co-ordinate dates with neighbouring Authorities where different policies are being applied however the recommendation to move the Autumn half term holiday dates in 2018/2019, will bring Kirklees more in line with the majority of our neighbouring local authorities.

### **5. Next steps**

When determined the 2018/2019 term dates will be communicated to the governing bodies of all schools as well as neighbouring local authorities.

The Kirklees term dates for 2018/2019 Appendix 3 will appear on the Kirklees Council website and include details of the bank holidays during the 2018/2019 school year.

## 6. **Officer recommendations and reasons**

Members are requested to

Note that the dates proposed meet with the required number of school days as in statutory regulation.

Note that the Kirklees policy for school term dates generates dates for 2018/2019 where there are some variations between the proposed dates in Kirklees when compared with the dates set by neighbouring local authorities.

Note that following consultation, the recommendation is to adjust the Autumn half term holiday as set out in Appendix 2 as it can be seen clearly that the majority of our neighbouring local authorities propose have their Autumn half term holiday from Monday 29 October 2018 until Friday 2 November 2018. This will bring Kirklees more in line with the majority of our neighbouring local authorities.

Note that the collective view of the majority of consultees supports the adoption of the term dates 2018/2019.

Approve the proposed term dates for the school year 2018/2019 as set out above (and shown in Appendix 3)

## 7. **Cabinet portfolio holder's recommendations**

I am content that a robust consultation has taken place with our school stakeholders. I am aware that it is increasingly difficult to coordinate term dates with all neighbouring authorities as there are a range of policies that are in place, and therefore a pragmatic approach to make minor adjustments following feedback as part of the consultation supports our schools and our families to maximise opportunities for learning. The local authority encourages schools to be collaborative and I welcome that our schools are mindful of this, and keen to collaborate in arrangements that support our families and what that means for them in making very practical arrangements; for example where families have children in both primary and secondary schools. I would strongly encourage this to continue so as far as is practicable so that the arrangements that we approve for community and voluntary controlled schools for the term dates for 2018/19 are reflected by all schools across Kirklees.

## 8. **Contact officer**

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## 9. **Background Papers and History of Decisions**

Appendix 1 -. Kirklees Policy for setting Term Dates

Appendix 2 – 2018/19 Term Dates Kirklees and Neighbouring Local Authorities Comparison

Appendix 3 - Recommended term dates for 2018/19 (includes bank holiday dates)

## 10. **Service Director responsible**

Jo-Anne Sanders

Acting Service Director-Learning and Early Support

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**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.





<b>How the 2018-19 neighbouring school calendars compare</b>									
	<b>Start of year</b>	<b>Half-term</b>	<b>Christmas hols</b>		<b>Half-term</b>	<b>Easter hols</b>		<b>Half-term</b>	<b>End of year</b>
Calderdale	Mon 3 Sept	Mon 29 Oct – Fri 2 Nov	Fri 21 Dec	Mon 7 Jan	Mon 18-Fri 22 Feb	Fri 12 Apr	Mon 29 April	Mon 27 May – Fri 31 May	Mon 22 July
Barnsley	Mon 3 Sept	Mon 29 Oct – Fri 2 Nov	Fri 21 Dec	Mon 7 Jan	Mon 18 – Fri 22 Feb	Fri 12 Apr	Mon 29 April	Mon 27 May – Fri 31 May	Mon 22 July
Bradford	Mon 3 Sept	Mon 22 Oct – Fri 26 Nov	Wed 19 Dec	Wed 2 Jan	Mon 18 – Fri 22 Feb	Fri 12 Apr	Mon 29 April	Mon 27 May – Fri 31 May	Fri 19 July
Kirklees	Mon 3 Sept	Mon 29 – Fri 2 Nov	Fri 21 Dec	Mon 7 Jan	Mon 18 -Fri 22 Feb	Fri 12 Apr	Mon 29 April	Mon 27 May – Fri 31 May	Mon 22 July**
Leeds	Mon 3 Sept	Mon 29 – Fri 2 Nov	Fri 21 Dec	Mon 7 Jan	Mon 18 – Fri 22 Feb	Fri 29 Mar	Mon 15 April	Mon 27 May – Fri 31 May	Wed 24 July
Wakefield	Mon 3 Sept	Mon 29 – Fri 2 Nov	Fri 21 Dec	Mon 7 Jan	Mon 18 – Fri 22 Feb	Fri 12 Apr	Mon 29 April	Mon 27 May – Fri 31 May	Mon 22 July

\*\* as the last day of term falls on a Monday, Kirklees schools may wish to consider making this day one of their 5 pupil occasional holidays



## SCHOOL CALENDAR (TERM DATES) FOR COMMUNITY, CONTROLLED AND COMMUNITY SPECIAL SCHOOLS

<b>Academic Year 2018/2019</b>									
AUTUMN TERM			SPRING TERM			SUMMER TERM			
40 Days		35 Days	30 Days		35 Days	19 Days		36 Days	
FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY	
<b>Mon 3 Sept</b>	Mon 29 Oct to Fri 2 Nov (inclusive)	<b>Fri 21 Dec</b>	<b>Mon 7 Jan</b>	Mon 18 Feb to Fri 22 Feb (inclusive)	<b>Fri 12 Apr</b>	<b>Mon 29 Apr</b>	Mon 27 May to Fri 31 May (inclusive)	<b>Mon 22 July **</b>	

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 Pupil Admissions by letter to Kirkgate Buildings, Byram Street, Huddersfield, HD1 1BY, by email to [pupiladmissions@kirklees.gov.uk](mailto:pupiladmissions@kirklees.gov.uk) or via AnyComms

\*\*suggest schools may wish to consider taking this day as one of their 5 pupil occasional holidays

### **Bank Holidays**

August Bank Holiday  
Christmas  
Christmas  
New Years Day

Monday 27 August 2018  
Tuesday 25 December 2018  
Wednesday 26 December 2018  
Tuesday 1 January 2019

Good Friday  
Easter Monday  
May Day  
Spring Bank

Friday 19 April 2019  
Monday 22 April 2019  
Monday 6 May 2019  
Monday 27 May 2019

