

Name of meeting: Cabinet

Date: 12 June 2018

Title of report: Term Dates for the Academic Year September 2019 to July 2020

Purpose of report

Kirklees Local Authority as the admission authority determines term dates for community, voluntary controlled and community special 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 do coordinate with those dates set by the Council.

This report is being presented in order to approve the term dates for the academic year 2019/2020.

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?	No
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	No If yes also give date it was registered
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Sal Tariq 25th May 2018
Is it also signed off by the Service Director for Finance IT and Transactional Services?	Eamonn Croston (James Anderson) 25th May 2018
Is it also signed off by the Service Director for Governance and Commissioning Support?	Julie Muscroft (John Chapman) 25th May 2018
Cabinet member portfolio	Cllr Masood Ahmed Cllr Viv Kendrick

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 was agreed in 1993 and 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.

When applying the Kirklees policy, the school term dates for 2019/2020 indicate that there are common dates between Kirklees and its neighbours in the majority of cases for the 2019/2020 school year and the dates are shown in Appendix 2.

2. Information Required to Take a Decision

Proposed Term Dates for Kirklees for the academic year 2019/2020

<u>Autumn Term</u> Begins Half Term Ends	Monday 2 September 2019 Monday 28 October to Friday 1 November 2019 (inclusive) Friday 20 December 2019
<u>Spring Term</u> Begins Half Term Ends	Monday 6 January 2020 Monday 17 February to Friday 21 February 2020 (inclusive) Friday 3 April 2020
<u>Summer Term</u> Begins Half Term Ends	Monday 20 April 2020 Monday 25 May to Friday 29 May 2020 (inclusive) Monday 20 July 2020 **

**suggest this day could be taken as one of the 5 pupil occasional holidays

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 local authority officers.

5. Next Steps

When determined the 2019/2020 term dates will be communicated to the governing bodies of all schools as well as neighbouring local authorities.

The Kirklees term dates for 2019/2020, as shown in Appendix 3, will appear on the Kirklees Council website and include details of the bank holidays during the 2019/2020 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 following consultation, the recommendation is to follow with the dates proposed as set out in Appendix 2 as it can be seen clearly that the majority of our neighbouring local authorities propose to have similar dates to Kirklees Council.

Note that the collective view of the majority of consultees supports the agreement of the term dates 2019/2020.

Approve the proposed term dates for the school year 2019/2020 as set out above and shown in Appendix 3.

7. Cabinet Portfolio Holder's Recommendations

We are content that a robust consultation has taken place with our school stakeholders. We are 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. The local authority has encouraged Kirklees schools to be collaborative and we 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. We 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 2019/20 are reflected by all schools across Kirklees.

8. Contact Officer

Juliet Stott, Strategic Lead Pupil Admissions Service Manager
Tel: 01484 221000
Email: juliet.stott@kirklees.gov.uk

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

Appendix 1 - Kirklees Policy (1993) for setting Term Dates

Appendix 2 – 2019/20 Term Dates, Kirklees and Neighbouring Local Authorities Comparison

Appendix 3 - Recommended term dates for Kirklees Community, Controlled and Community Special Schools - 2019/20 (includes bank holiday dates)

10. **Service Director responsible**

Jo-Anne Sanders, Service Director-Learning and Early Support

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Email: jo-anne.sanders@kirklees.gov.uk

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.

How the draft 2019-20 school calendars compare across neighbouring authorities:

	Start of year	Half-term	Christmas holidays		Half-term	Easter holidays		Half-term	End of year
Calderdale	Mon 2 Sept	Mon 28 Oct – Fri 1 Nov	Fri 20 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Mon 20 July
Barnsley	Mon 2 Sept	Mon 28 Oct – Fri 1 Nov	Fri 20 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Mon 20 July
Bradford	Mon 2 Sept	Mon 28 Oct – Fri 1 Nov	Thu 19 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Mon 20 July
Kirklees	Mon 2 Sept	Mon 28 Oct – Fri 1 Nov	Fri 20 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Mon 20 July*
Leeds	Wed 4 Sept	Mon 28 Oct – Fri 1 Nov	Fri 20 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Wed 22 July
Oldham	Wed 4 Sept	Mon 28 Oct – Fri 1 Nov	Thu 19 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Thu 16 July
Wakefield	Mon 2 Sept	Mon 28 Oct – Fri 1 Nov	Fri 20 Dec	Mon 6 Jan	Mon 17 Feb- Fri 21 Feb	Fri 3 Apr	Mon 20 April	Mon 25 May – Fri 29 May	Mon 20 July

Note: * as the last day of term falls on a Monday, 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

Academic Year 2019/2020								
AUTUMN TERM			SPRING TERM			SUMMER TERM		
40 Days		35 Days	30 Days		30 Days	24 Days		36 Days
FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY	FIRST DAY	HALF TERM	LAST DAY
Mon 2Sept	Mon 28 Oct to Fri 1 Nov (inclusive)	Fri 20 Dec	Mon 6 Jan	Mon 17 Feb to Fri 21 Feb (inclusive)	Fri 3 Apr	Mon 20 Apr	Mon 25 May to Fri 29 May (inclusive)	Mon 20 July **

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

(**it is suggested that this day is taken as one of the 5 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 or via anycomms **suggest this day is taken as one of the 5 pupil occasional holidays

Bank Holidays

August Bank Holiday
Christmas
Christmas
New Years Day

Monday 26 August 2019
Wednesday 25 December 2019
Thursday 26 December 2019
Wednesday 1 January 2020

Good Friday
Easter Monday
May Day
Spring Bank

Friday 10 April 2020
Monday 13 April 2020
Monday 4 May 2020
Monday 25 May 2020

August						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

March						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Bank Holidays
 School Holidays
 Election Day (schools used as a Polling Station may wish to consider using one of their Inset Days on this day).

Number of pupil days:	195
Less Pupil Occasional Holiday days to be fixed:	5
Total number of pupil days:	190

