

## Memorandum to: Headteachers and Chairs of Governors of Maintained Schools

### Devon Local Authority

### School term and holiday dates: 2008/2009 Academic Year

After consultation with governing bodies, headteachers and teachers' associations about school term dates in the 2008/2009 academic year, the following dates have been set:

Term	First Day	Last Day
Autumn 2008	1 September	19 December
Spring 2009	5 January	3 April
Summer 2009	20 April	22 July

#### Half-term holiday weeks

Autumn 2008	27-31 October 2008
Spring 2009	16-20 February 2009
Summer 2009	25-29 May 2009

leaving two days of **occasional holiday**, taken from within the term dates, to be determined by Governors.

There will be five **training days** ("non-pupil days") which fall within the term dates and are to be determined by Governors.

The marked calendar overleaf illustrates the position. Schools are encouraged to discuss the use of training days and occasional holidays at their Local Learning Community meetings before being determined by Governors.

**These term dates apply to all Community and Voluntary Controlled schools and are recommended for adoption by Governors of Foundation and Voluntary Aided schools.**

#### Note

- (i) All maintained schools are required to meet on 190 days on which pupils are present during each academic year. The term dates provide for that number after allowance is made for the two days of occasional holiday and the five training days. There is no authority for shortening the school term for any other reason, such as closure at the end of the morning session on the last day of term.
- (ii) Please avoid unjustifiable expenditure on school transport. In those areas where there are common transport and/or school meals arrangements, it is urged that Headteachers recommend to their Governors an agreed use of occasional holidays.
- (iii) **Use of Schools as Polling Stations**

Many Governing Bodies have commented that the closure of schools which are required as polling stations is disruptive and unnecessary. Full closure of small schools may be unavoidable but the expectation is that schools will offer accommodation for the polling station which would avoid closure, or would involve only partial closure. Where closure is essential it will be regarded as being for an 'unavoidable cause' for the purpose of School Regulations – ie it need not be taken from the days at discretion unless Governors, in consultation with the Headteacher, so wish. It is essential that Heads should give the LEA (ext. 3369) adequate notice of closure (or partial closure) for election purposes. Three weeks should be the normal minimum period of notice.

# School Term Dates: 2008/2009 Academic Year

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

**Training days\* \*\***  
Five days selected from within the term dates, to be determined by the Governing Body

**Occasional holidays \*\***  
Two days selected from within the term dates, to be determined by the Governing Body

<b>School Term Days</b>	
Autumn Term 2008	75
Spring Term 2009	60
Summer Term 2009	<u>62</u>
	197 (unshaded in calendar)
<b>Less: Occasional holidays</b>	<u>2</u>
	195
<b>Less: Training days</b>	<u>5</u>
	190

**Summer holiday 2009**  
The Autumn term 2009 is expected to commence on 1 September 2009. Term dates for 2009/2010 will be determined in April 2008.

<b>Bank Holidays</b>	
25 August 2008	(Summer Bank Holiday)
1 January 2009	(New Year)
10 April 2009	(Good Friday)
13 April 2009	(Easter Monday)
4 May 2009	(May Day)
25 May 2009	(Spring Bank Holiday)
31 August 2009	(Summer Bank Holiday)

\*Training days ("Non-pupil days") are specified days on which teachers attend for planning, in-service, curriculum development or staff development purposes.

\*\*Schools are encouraged to discuss the use of training days and occasional holidays at their Local Learning Community meetings before being determined by the Governing Body.

	Bank holidays
	School holidays