



## Holiday Entitlement for Autumn Term Starters - Academic year 2024-2025

For children on a 47-week Contract - attending all year round.

We have two shut down periods which for this year are;

- 1) 23<sup>rd</sup> December 2024 – 1<sup>st</sup> January 2025, returning on Thursday 2<sup>nd</sup> January 2025.
- 2) 25<sup>th</sup> August 2025 – 29<sup>th</sup> August 2025, returning on Monday 1<sup>st</sup> September 2025.

### **A child starting during the Autumn Term, will have 5 weeks of Holiday Entitlement**

Funded hours start Monday 2<sup>nd</sup> September 2024 (for children on a stretched offer only).

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>5 days</b>	<b>5 days</b>	<b>5 days</b>	<b>5 days</b>	<b>5 days</b>
23 <sup>rd</sup> December 2024 30 <sup>th</sup> December 2024 21 <sup>st</sup> April 2025 5 <sup>th</sup> May 2025 26 <sup>th</sup> May 2025 25 <sup>th</sup> August 2025	24 <sup>th</sup> December 2024 31 <sup>st</sup> December 2024 26 <sup>th</sup> August 2025	25 <sup>th</sup> December 2024 27 <sup>th</sup> August 2025	26 <sup>th</sup> December 2024 28 <sup>th</sup> August 2025	27 <sup>th</sup> December 2024 18 <sup>th</sup> April 2025 29 <sup>th</sup> August 2024
<b>0 Mondays</b> <b>available to book.</b>	<b>2 Tuesdays</b> <b>available to book.</b>	<b>3 Wednesdays</b> <b>available to book.</b>	<b>3 Thursdays</b> <b>available to book.</b>	<b>2 Fridays</b> <b>available to book.</b>

For example: If your child starts at one of our settings during the Autumn Term, and their contracted days are Monday, Wednesday and Friday, they will have all Bank Holiday days off, our two shutdown weeks off + **3 Wednesdays** and **2 Fridays** to book as 'Holiday Days'.

All holiday requests should be given ***in writing, at least 1 month before*** the start date of your requested holiday. Please direct all written holiday requests to your setting Manager.

Alternatively, you can send your requests by email to [hayley@constablecountrychildcare.co.uk](mailto:hayley@constablecountrychildcare.co.uk)

Please use the subject title '**Holiday Request – (insert child's name) at (insert name of setting)**'.

Holiday allowance must be used between Monday 2<sup>nd</sup> September 2024 and Friday 22<sup>nd</sup> August 2025.

***You can use the table below to make a note of your booked holiday days.***

**Reminder:** If your child is funded you **MUST** use **ALL** of your holiday entitlement during the academic year as the funding is calculated on the basis that all children will take the allocated amount of holiday.

*(If holiday days aren't taken, you will be required to pay for any funded hours on the untaken holiday days).*

<b>Tuesday</b>			
<b>Wednesday</b>			
<b>Thursday</b>			
<b>Friday</b>			

- During this academic year holiday days **cannot** be booked on a Monday due to the dates of our shutdown weeks and bank holidays. This varies each year depending on when Christmas and our Shutdown weeks fall.
- If your child is going to be away on a Monday as part of a booked holiday the hours will still be chargeable however, we will deduct the food charges providing the required 1 months' written notice was given.
- If your child is on a **Term Time contract**, they do not have any holiday days to take as they will be taking time off during all of the half term holidays and the summer holiday. If your child is going to be absent during term time, all hours will still be chargeable however we are happy to deduct food charges if a least 1 months' written notice is given for their absence.