



**Author/Lead Officer of Report:** (*John Bigley,*  
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**Report of:** *Executive Director, People Services*

**Report to:** *Cabinet Member, Children, Young People and Families*

**Date of Decision:** *2 June 2017*

**Subject:** *School Calendar 2018/19*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Children's Services</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Children &amp; Young People</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? ( <i>EIA935</i> )		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

**Purpose of Report:**

This report is submitted in order to secure agreement of the school calendar for 2018/19 year for Voluntary Controlled and Community Schools.

**Recommendations:**

The Cabinet Member for Children's Services is recommended to approve –

- (i) That the School Calendar for 2018/19 Academic Year fixes an Easter Break in the first 2 weeks of April. (Appendix A)

**Background Papers:**

Proposed School calendar – Fixed Easter (Appendix A)

Summary of consultation responses (Appendix B)

Provision for religious observance (Appendix C)

Lead Officer to complete:-	
1	<div> <div> I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required. </div> <div> Finance: <i>John Doyle</i>  Legal: Deborah Eaton  Equalities: <i>Bashir Khan</i> </div> </div> <div> <i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i> </div>
2	<b>EMT member who approved submission:</b> <i>Jayne Ludlam</i>
3	<b>Cabinet Member consulted:</b> <i>Cllr. Jackie Drayton</i>
4	<div> I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1. </div> <div> <div> <b>Lead Officer Name:</b>  <i>John Bigley</i> </div> <div> <b>Job Title:</b>  <i>Manager, Admissions &amp; Access, Inclusion &amp; Learning Services</i> </div> </div> <div> <b>Date:</b> 24 May 2017 </div>

## **1. PROPOSAL**

- 1.1 The Local Authority is required to consult annually and determine the school term dates for Community, Voluntary Controlled and Community Special Schools under Section 32 of the Education Act 2002.
- 1.2 The Local Authority has always worked closely with schools that are their own Admission Authority and its neighbouring Authorities to try and agree the same school calendar for the benefit of parents.
- 1.3 Consistent school calendars are particularly important where school staff work in one Authority but their children attend school in another Authority. This is a common theme that emerges through consultation every year and is something that is supported by Unions.
- 1.4 The school year must contain 190 teaching days and 5 additional teacher training days. Any Governing Body wishing to determine its own term dates must adhere to this requirement.
- 1.5 There are many issues that are important to a wide range of stakeholders when considering the school calendar. These include the cost of family holidays, the length of some of the terms and the impact of operating a different calendar to neighbouring Authorities.

Primary and Secondary Headteacher representative groups have indicated strongly that they would wish the Local Authority to continue to set a model school calendar in the event that the statutory requirement is removed.

- 1.6 The Council is keen to obtain views from all stakeholders on the school calendar, especially from schools, parents and young people. An extensive consultation took place during the Spring Term 2016 for the 2017/18 academic year with parents, school leaders and other stakeholders. The Authority consulted on two models as follows:

### Option 1 – The traditional model

The traditional model has a one week half term break at October, February and May and a six week summer break. The Easter break has traditionally The Spring Term usually ended at the end of the school day on the Friday before Good Friday. Incorporating the bank holidays.

### Option 2 – Fixing the Easter Break

Easter Day falls on the Sunday following the first full moon after the first day of Spring, 21 March. This means that Easter can be as early as 22 March or as late as 25 April. If the Easter Break falls in late April this creates a long half term and impacts on SATS preparation, not least because there is also the May Day bank holiday. All schools present unanimously supported the idea of fixing the Easter Break at the first two full weeks of April, irrespective of where the actual Bank Holiday falls.

This would allow for more even Spring Terms and also provide a minimum of 3 weeks preparation time for SATS which all schools were supportive of.

This model has been profiled up to and including the 2021/22 academic year and it provides a balanced calendar, largely with even terms. The only variables in this model are when the first two weeks in April fall and when the Spring Bank holiday falls. If Spring Bank is in the last week in May, the final summer term will be around 7 weeks long, if it is in the first week in June it will be around six weeks long.

- 1.7 A City wide consultation took place with parents, schools and stakeholders for the 2017/18 calendar. There were 1200 responses received. **71%** of those responding preferred the fixed Easter model.
- 1.8 A school calendar was agreed for 2017/18 that fixed the Easter break at the first two weeks in April 2018.

## **2. HOW DOES THIS DECISION CONTRIBUTE ?**

### **2.1 Thriving neighbourhoods and communities**

A common school calendar supports families with primary and secondary aged children and ensures that children are not taken out of school during term time for the purposes of holidays. A common school calendar across the City supports teachers and non-teaching staff.

### **2.1 As an in touch organisation**

The school calendar can impact on communities in different ways, both in Sheffield and with neighbouring Authorities. The Authority wants to hear the views of all stakeholders to arrive at the most effective and consistent school calendar.

## **3. HAS THERE BEEN ANY CONSULTATION?**

- 3.1 The Authority carried out a consultation process for the 2018/19 school calendar from 9 January 2017 to 17 February 2017.

All Headteachers and Governors were consulted and 3600 parents who participate in the Parental Engagement network. The proposed calendar was also posted on the City Council's web site.

In response to the proposed calendar for 2018/19, 6 responses were received from the following:

In support

- One Primary School

- One Infant School
- One Secondary Special School
- Sheffield College

Against

- One Aided Primary School
- One Aided Secondary School

Both responses confirm that Aided Schools will continue to set the Easter break around holy week.

In addition there was a response from an independent school stating general support for the model but also that they have 3 weeks longer holidays each year.

Responses are provided in full at **Appendix B**.

- 3.2 Neighbouring Authorities have also been consulting on both the traditional model and the fixed Easter Model. School calendars have been determined as follows:

	<b>October half term</b>	<b>Christmas</b>	<b>February half term</b>	<b>Easter</b>	<b>Spring Bank half term</b>
Barnsley	29 Oct – 2 Nov	24 Dec – 4 Jan	18 – 22 Feb	15 – 26 April	27 – 31 May
Derbyshire	29 Oct – 2 Nov	24 Dec – 4 Jan	18 – 22 Feb	15 – 26 April	27 – 31 May
Doncaster	29 Oct – 2 Nov	24 Dec – 4 Jan	18 – 22 Feb	15 – 26 April	27 – 31 May
Rotherham	Not yet determined				
Sheffield	29 Oct – 2 Nov	24 Dec – 4 Jan	18 – 22 Feb	1-12 April	27 – 31 May

All key holidays are the same across Authorities with the exception of Easter. This is to be expected because all other Authorities are maintaining the traditional Easter break around the bank holidays. Sheffield Local Authority, in response to overwhelming support is fixing the Easter Break at the first two weeks in April.

## 4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

### 4.1 Equality of Opportunity Implications

- 4.1.1 An Equalities Impact Assessment has been carried out. The report makes provision for schools to make arrangement for religious observance in order to respond to different community requirements. **(Appendix C)**

## 4.2 Financial and Commercial Implications

4.2.1 There are no financial or commercial implications to this report.

## 4.3 Legal Implications

4.3.1 The legal implications are set out in the main body of this report. The only legal implication for the Authority is the failure to set a calendar for Community, Voluntary Controlled and Community Special Schools.

## 5. **ALTERNATIVE OPTIONS CONSIDERED**

5.1 In response to the overwhelming support for fixing the Easter Break during the 2017/18 consultation process the Authority has only consulted on this single model for 2018/19.

## 6. **REASONS FOR THE RECOMMENDATIONS**

6.1 It is recommended that **Appendix A** be approved as the model school calendar for the 2018/19 academic year. This model fixes Easter at the first two weeks in April 2019. The calendar applies to all Community schools, Voluntary Controlled Schools and community Special Schools. Voluntary Aided Schools, Trusts and Academies that are their own Admission Authority are recommended to adopt the model calendar to promote consistency across the City.

It is likely that Church Aided Schools will have their Easter Break around the religious festival. This has always been the case and Aided Schools will continue to set their own dates at Easter.

6.2 The purpose of the consultation was to invite opinion and comment from all stakeholders. There have not been many responses to the proposed calendar, nor has there been any strong opposition to the proposed calendar for 2018/19 which indicates that the support expressed under last year's consultation continues.