

# PART A - Initial Impact Assessment

**Proposal Name:** School Calendar 2025/26

**EIA ID:** 2500

**EIA Author:** John Bigley

---

**Proposal Outline:**

The Authority is required to consult upon and set its school calendar for Community, Voluntary Controlled and maintained Special Schools each year in accordance with Section 32 of the Education Act 2002. There is no national model calendar. The Authority makes every effort to consolidate its calendar with neighbouring Authorities and other Sheffield Admission Authorities but this is not always possible. A thorough consultation was undertaken for the 2017/18 calendar and there was overwhelming support (over 70%) for fixing the Easter break at the beginning of April. Fixing the Easter break means that there will be more even half terms and this was a key issue for those responding. The Easter bank holidays in 2025 are on Friday 3rd April and Monday 6th April. Sheffield's proposed Easter break will begin on Monday 30 March with schools returning on Monday 13 April. The proposed Easter break will therefore incorporate the statutory bank holidays. The proposed calendar will also ensure that Sheffield is in line with other neighbouring Authorities, Rotherham, Doncaster and Derbyshire. Barnsley has not consulted at the time of writing. By creating more even half terms, this also supports longer preparation time for SATs in early May

---

**Proposal Type:** Non-Budget

---

**Year Of Proposal:** 25/26

---

**Lead Director for proposal:** Andrew Jones

---

**Service Area:**

Access & Inclusion  
**Page 63**

---

EIA Start Date: 12/19/2023

---

Lead Equality Objective: Leading the city in celebrating and promoting inclusion

---

Equality Lead Officer: Bashir Khan

## Decision Type

Committees: Policy Committees

- Education, Children & Families

## Portfolio

Primary Portfolio: Education (Children's Services)

---

EIA is cross portfolio: Yes

---

EIA is joint with another organisation: No

---

## Overview of Impact

**Overview Summary:** An Equality Analysis has considered the requirements of the Public Sector Equality Duty. The Authority is required to consult upon and set its school calendar for Community, Voluntary Controlled and maintained Special Schools each year in accordance with Section 32 of the Education Act 2002. The Authority makes every effort to consolidate its calendar with neighbouring Authorities and other Sheffield Admission Authorities but this is not always possible. It is not possible to secure 100% agreement on the school calendar as there are many stakeholders with different priorities but this calendar does comply with neighbouring Authorities whenever possible. The strong level of support for fixing the Easter break

means that the Authority has responded to the wishes of the majority of respondents. Approval of the proposed calendar will ensure that the Authority fulfills its statutory duty and that schools and parents have access to a confirmed calendar in good time. Church Aided schools will continue to set their own Easter Break around the religious festival. Additional guidance is provided with the Calendar with regard to flexibility to accommodate religious festivals.

---

Impacted characteristics:

- Other

## Consultation and other engagement

## Cumulative Impact

Does the proposal have a cumulative impact:

No

---

Impact areas:

## Initial Sign-Off

Full impact assessment required:

Yes

---

Review Date:

12/19/2024

## PART B - Full Impact Assessment

Other

Staff Impacted: No

Customers Impacted: Yes

Description of Impact: It is important where possible to try and agree common term dates especially where some parents work in a different authority to where their children attend school so that they do not have to make child care arrangements.

## Action Plan & Supporting Evidence

Outline of action plan: Catholic and Anglican Schools always arrange the easter holiday around the religious festival. There is also advice on how schools can accommodate other religious holidays. This promotes the right to celebrate religious festivals within the school calendar framework.

Action plan evidence:

Changes made as a result of action plan:

## Mitigation

Significant risk after mitigation measures: No

Outline of impact and risks:

## Review Date

Review Date: 12/19/2024