



Monkston Primary School

Wadhurst Lane, Monkston

Milton Keynes, MK10 9LA

Tel: 01908 671034 Fax: 01908 679582

e-mail: office@monkston.org

www.monkston.org

Headteacher: Mrs Hannah Williams
Deputy Head: Mrs Aimee Mills
Senior Assistant Head: Mrs Lauren Hamer

Chair of Governors: Mr Adam Gledhill
Business Manager: Mrs Emily Winship

Newsletter 11

13th February, 2026

Dear Parents / Carers,

Important Information Regarding Term Time Holidays

As we approach the summer months, thoughts naturally turn to family holidays and time away together. Please be reminded that **holidays during term time will not be authorised** except in truly exceptional circumstances in line with government guidance. Under the national framework, the school is required to record any leave taken without permission as unauthorised, and where a pupil accrues **10 unauthorised sessions (equivalent to 5 school days) within a rolling 10-school-week period**, this **will likely trigger a Fixed Penalty Notice (FPN)** being issued by the local authority. You must **submit all applications for leave at least two weeks before the time you intend to take it**, at which point you will receive a warning email advising that a FPN will be issued should the absence occur. Please note that a **FPN may also be issued retrospectively** where the school has evidence that a holiday was taken but the child was recorded as ill during this time. In the case of a genuine family emergency requiring travel abroad, **evidence of flight booking dates will be required** in order for the absence to be considered exceptional. This approach reflects government guidance on school attendance and the use of penalty notices for unauthorised absence — details of which can be found on the official UK government website **GOV.UK** under *School attendance and absence*. Thank you for your cooperation in ensuring good attendance.

Term dates for the academic years 2025-2026 and 2026-2027 can be found on the parent page of the school website to assist you in planning ahead.

Retirement News

After half term, Mrs Owen will be retiring from her role in Early Years. Mrs Owen has worked at Monkston since it opened in 2001, and she has spent the last 25 years nurturing and supporting pupils in the first step of their education journey. **I want to take this opportunity to thank Mrs Owen for her years of dedication and hard work and wish her all the best in her retirement!**



Year 4 production

Year 4 dazzled us last night with their production of 'Gladis Baker Gladiator'. They performed with enthusiasm and the singing was outstanding – well done year 4!



I would like to wish you all a restful half term and look forward to seeing you back in school on Monday 23rd February.

Kind regards

H. Williams

Mrs Hannah Williams

