

## **LA POLICY FOR AGREEING THE CIRCUMSTANCES IN WHICH A NON-ATTENDING TRAVELLER CHILD MAY BE REMOVED FROM A SCHOOL ROLL**

1. The circumstances in which a child may be removed from a school roll are clearly prescribed in the Education (Pupil Registration) Regulations 2006. These regulations specify that a child's name may be removed from the school roll only if:
  - i) he/she has been registered at another school;
  - ii) the child's parents have given the school written notification that they intend to home educate him/her;
  - iii) a child who has been given leave exceeding 10 days for a family holiday fails to return to school 10 days after the expiry of the period for which leave was granted and the school has no reason to believe that the child is unable to attend because of sickness or unavoidable cause;
  - iv) the child has been continuously absent for 4 weeks and both the school and the LA has failed, after reasonable enquiry, to locate him/her.
  
2. The particular position of Travellers is recognised in that a Traveller child may be enrolled at another school whilst he/she is travelling (as stated in the relevant regulations). This is known as dual registration. In these circumstances the school which the child previously attended should retain him/her on its roll until his/her return or until notified by the parents that he/she has been permanently enrolled at another school.
  
3. Should the parents of a Traveller child notify a school that their child will be absent travelling for a period of time the school should seek to ascertain either directly from the parents or if possible through the Traveller Education Service an anticipated date of return. The parents should be advised that their child's name will be kept on the school roll until that date but that should their child fail to return to school on or shortly after that date and no explanation is forthcoming then his/her name may be removed from the school roll.
  
4. Should a Traveller child who has been absent travelling fail to return to school at the time which had been previously notified then the school should consult with the Traveller Education Service and make reasonable efforts to ascertain that child's whereabouts and the intentions of his/her parents before removing his/her name from the school roll. (The child's CTF should be uploaded onto the DCSF S2S Missing Pupils Database.)
  
5. Should a Traveller child be absent and the school receives no communication from the parents as to their future intentions yet believes that the parents are travelling then the school should consult with the Traveller Education Service. If it is agreed that the child

appears unlikely to return to the area the school should remove the child's name from the school roll and the Traveller Education Service should take whatever further action it deems appropriate. (The child's file should in all such circumstances be uploaded onto the S2S Missing Pupils Database.). Should there exist uncertainty as to the child's whereabouts/the parents' future intentions the school should retain the child's name on roll for a period of not less than 4 weeks before removing his/her name from the roll. (Should it be decided after 4 weeks to remove the child's name from the school roll then this may be done retrospectively.)