PUBLIC ENTITY SABA

Vacation leave application form (LPW BES art.24)

To be filled in by the parent/guardian

Name applicant:.....

Adres .....

Telephone number:.....

Name (s) of the child (ren):.....

Date(s) of birth of the student(s): .....

School of the student(s).....

Details of student(s) attending a different school (School, Name(s)and Date of birth:

.....

.....

Period of leave: from ..... up to .....

Reason for the leave:

_____

_____

_____

_____

_____

_____

_____

(Attach supporting documents)

The undersigned declares that he/she, due to the specific nature of his/her profession, cannot go on vacation with his/her aforementioned children during the set school holidays.

For that reason, he/she wishes to go on vacation with the aforementioned children from. ……..to ……..He/she requests an exemption from regular school attendance for this purpose.

Parent's signature..... Date of application.....

Decision

To be filled in by the school director in the case of both a positive and negative decision.

The leave is granted: period of leave from .....up to .....

The leave is not granted: period of leave from .....up to.....

Reason for granting/not granting leave:

_____

_____

_____

_____

_____

If the above space is insufficient, please attach a separate document

If the leave exceeds 10 school days, the director will forward the application to the truancy officer.

Director Signature:..... Date:.....

Guidelines for Vacation Leave Outside School Holidays

A request for vacation leave based on Article 24 of the Compulsory Education Act BES must be submitted to the school principal at least 8 weeks in advance.

Vacation leave can only be granted:

- due to the specific nature of the profession of one of the parents, making it only possible to go on vacation outside the school holidays.

Leave may only be granted for the above reason and:

- may be granted once per school year;
- may not exceed 10 school days;
- may not take place in the first two weeks of the school year.

When applying for leave, written proof must be provided.

The term 'specific nature of the profession' mainly refers to:

- seasonal work or work in industries that experience peak periods during the summer months, making it practically impossible for the family to take a vacation during that time.

It must be reasonably foreseeable (and/or demonstrated) that a vacation during school holidays would lead to insurmountable economic problems. The work schedule of the parent(s)' employer is not a reason to grant permission.

The specific nature of the profession must be evident from:

- A certified statement from the employer that is not a pre-filled form, or
- If the parent/guardian is self-employed, a thorough written explanation or statement.

If extra leave for a vacation has been granted for a short period, NO further leave can be requested.

Extra Leave is Not Granted for the Following Reasons:

- cheap airline tickets during the off-season;
- because the tickets have already been purchased or there are no more tickets available during the holiday period;
- early departure or late return due to traffic congestion;
- one of the children cannot be left behind;
- Exploring the possibility of returning to the country of origin;
- the employee's work schedule.

Warning

The principal is obliged to report unauthorized absenteeism to the compulsory education officer. Parents who keep their child(ren) out of school without permission may be prosecuted.

Objection Procedure

If you disagree with the decision, you may file a substantiated objection under the General Administrative Law Act within 6 weeks after the date of this decision.

For a request up to 10 days, the school principal decides. If you disagree with the rejection, you can file a substantiated objection with the school principal, who may hear the applicant, possibly assisted by others. The principal will decide within 6 weeks. Filing an objection does not suspend the decision.

If your objection is rejected, you may initiate an appeal procedure with the Joint Court Of Justice on Saba.