

# Notice of Meeting

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## Delegated Officer Decision

Wednesday 3 March 2021

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Stephen Chard on 01635 519462  
e-mail: [stephen.chard@westberks.gov.uk](mailto:stephen.chard@westberks.gov.uk)

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



# Agenda

## Part I

Page No.

1 Term and Holiday Dates 2022/23 (DOD4055)

1 - 8

Sarah Clarke  
Service Director: Strategy and Governance

West Berkshire Council is committed to equality of opportunity. We will treat everyone with respect, regardless of race, disability, gender, age, religion or sexual orientation.

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.



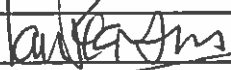
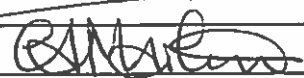
## Delegated Officer's Decision

<b>Reference</b>	<b>Service Grouping</b>
	Education

<b>Subject:</b>	Term Dates for 2022/23
<b>Decision taken:</b>	To approve the proposed term dates
<b>Reason for decision taken:</b>	To provide term dates to maintained schools.
<b>Other options considered:</b>	A number of options for the configuration of terms dates were carefully considered with Education Management Advisory Board (EMAB).
<b>Decision taken by:</b>	Ian Pearson
<b>Scheme of Delegation Ref:</b>	3.16.5
<b>Job Title:</b>	Head of Education
<b>Those consulted:</b>	EMAB, public consultation
<b>Background papers:</b>	Consultation Summary Report

I confirm that I have fully advised and have taken account of all the relevant facts in making this decision.

<b>Date Decision Made</b>	<b>Date Decision will be Implemented (5 clear days)</b>
03 March 2021	11 March 2021

<b>Officer:</b>	
<b>Witnessed by:</b>	
<b>Date:</b>	3 / 03 / 2021

This decision is eligible to be 'called-in'. However, if the decision has not been 'called-in' by 5.00pm on 10 March 2020, then it will be implemented.

*If you have any queries regarding this decision, please contact:*

**Name:** Caroline Martin  
**Job Title:** Trading, Pupil Transport & Planning Officer  
**Tel:** 01635 519777  
**Email:** caroline.martin@westberks.gov.uk

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<b>Title of Report:</b>	<b>Term and Holiday Dates 2022/23</b>
<b>Report to be considered by:</b>	Ian Pearson, Head of Education Services & EMAB
<b>Date of Report:</b>	2/03/2021

**Purpose of Report:** To agree the proposed term and holiday dates 2022/23 following consultation

**Recommended Action:** To approve the proposed term and holiday dates for 2022/23

<b>Contact Officer Details</b>	
<b>Name:</b>	Caroline Martin
<b>Job Title:</b>	Trading, Pupil Transport & Planning Officer
<b>Tel. No.:</b>	01635 519777
<b>E-mail Address:</b>	EducationTrading@westberks.gov.uk

## Report

### 1. Introduction

After discussion with our neighbouring authorities a draft calendar of term and holiday dates for 2022/23 was prepared and considered by Ian Pearson with comments requested from EMAB. As we have aligned dates with our neighbouring authorities it is not expected that there will be any cross border difficulties.

### 2. Consultation

The consultation ran from 5 January 2021 to 26 February 2021. The consultation was published on the West Berkshire Council consultation finder section of the website making it publicly available for responses. The consultation was also emailed to the following stakeholders:

- All Headteachers (including academies)
- Newbury College
- Portsmouth Catholic Diocese
- Unison
- Parish Councils

West Berkshire provides the term and holiday dates framework for maintained schools.

The framework covers 191 days, which is comprised of 190 “pupil days” and one common training day in September. Schools must set four training days from outside of the “pupil days”.

The Council recommends that schools consider aligning term dates with other schools in the area, for example, secondary schools with primary schools, in recognition of families with children at different schools.

### **3. Responses**

9 responses were received in total: Agree = 7 Disagree = 2

1 respondent submitted comments for consideration.

- Happy about all the dates apart from the finish date for xmas. All terms are equal length across the whole school year.
- West Berkshire should finish schools on the Friday 16 December instead of the Tuesday 20 December and split weeks should be avoided as much as possible. This will encourage attendance more for pupils by having full weeks instead of a split week of just two days.

The data is available at Appendix B to this report.

### **4. Neighbouring Local Authorities**

Proposed term dates were received from Hampshire, Reading and Oxfordshire Local Authorities.

A comparison table is available in Appendix C. Our neighbouring authorities all set 195 school days which includes the training days which is why there are some variances but all other term dates are broadly in line (given that the number of days set varies by LA).

### **5. Consideration of Comments**

The comments were considered by Ian Pearson on 2 March 2021.

### **6. Recommendation**

As a result of the consultation and discussion with EMAB, it is recommended that:

- The calendar of dates (as at Appendix A) is approved.

**APPENDIX A – Proposed Term Dates for 2022/23**

September 2022						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2022						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2022						
Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2022						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2023						
Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2023						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					




March 2023						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2023						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2023						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2023						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

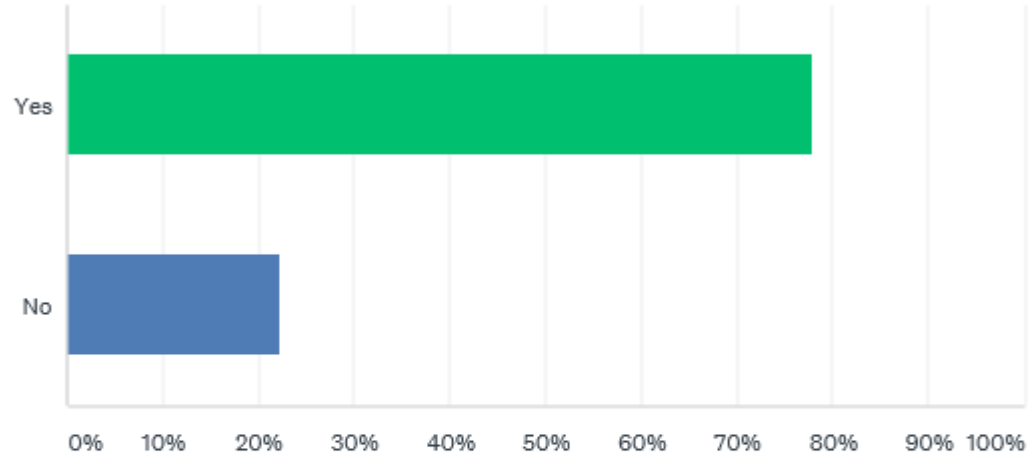
July 2023						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	Public Holiday
	School Holiday
	Fixed INSET day

## APPENDIX B – CONSULTATION RESPONSES DATA

Do you agree with the proposed term dates for 2022/23?

Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	77.78%	7
No	22.22%	2
<b>TOTAL</b>		<b>9</b>

[Comments \(1\)](#)



APPENDIX C – COMPARISON

	West Berkshire	Hampshire	Reading	Oxfordshire
<b>Term 1</b>	05/09/22 – 20/10/22 <b>34 days</b>	01/09/22 – 21/10/22 <b>37 days</b>	05/09/22 – 20/10/22 <b>35 days</b>	05/09/22 – 21/10/22 <b>35 days</b>
<b>Term 2</b>	01/11/22 – 20/12/22 <b>36 days</b>	01/11/22 – 16/12/22 <b>34 days</b>	30/10/22 – 20/12/22 <b>37 days</b>	31/10/22 – 20/12/22 <b>37 days</b>
<b>Term 3</b>	04/01/23 – 10/02/23 <b>28 days</b>	03/01/23 – 10/02/23 <b>29 days</b>	04/01/23 – 10/02/23 <b>28 days</b>	04/01/23 – 10/02/23 <b>28 days</b>
<b>Term 4</b>	20/02/23 – 30/03/23 <b>29 days</b>	20/02/23 – 31/03/23 <b>30 days</b>	20/02/23 – 31/03/23 <b>30 days</b>	20/02/23 – 31/03/23 <b>30 days</b>
<b>Term 5</b>	17/04/23 – 26/05/23 <b>29 days</b>	17/04/23 – 26/05/23 <b>29 days</b>	17/04/23 – 26/05/23 <b>29 days</b>	17/04/23 – 26/05/23 <b>29 days</b>
<b>Term 6</b>	05/06/23 – 20/07/23 <b>34 days</b>	05/06/23 – 21/07/23 <b>35 days</b>	05/06/23 – 21/07/23 <b>35 days</b>	05/06/23 – 21/07/23 <b>35 days</b>
<b>Total</b>	<b>190 days</b>	<b>194 days</b>	<b>194 days</b>	<b>194 days</b>

**West Berkshire dates:**190 “pupil days” set, plus 2 September as a training day. Schools to select 4 further training days from outside of these dates. This brings the total to the required 195 days. Suggested training days are 1 Sept, 21 Oct, 3 Jan and 31 March.

**Hampshire dates:**194 school days set, plus 1 September as a training day. This brings the total to the required 195 days.

**Reading dates:**194 school days set, plus 2 September as a training day. This brings the total to the required 195 days.

**Oxfordshire dates:**194 school days set, plus 2 Sept as training day. This brings the total to the required 195 days.

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