

## School Penalty Notices for Attendance are changing from August 2024

Dear Parent / Carer,

With the introduction of the new National Framework for Penalty Notices, the following changes will come into effect for all those issued after 19<sup>th</sup> August 2024. We want to make sure that all families are fully aware of the new changes and we intend on sharing these again in September.

### Per Parent, Per Child

- A Penalty Notice is issued to each parent, for **each** absent child. If 2 siblings are absent for leave during term time, it would result in each parent receiving 2 separate Penalty Notices.

### First Offence

- The first time a Penalty Notice is issued for Irregular Attendance or leave in Term Time the amount will be £160 per parent, per child when paid within 28 days. **This is reduced to £80 per parent, per child if paid within 21 days.**

### Second Offence (within 3 years)

- The second time a Penalty Notice is issued for Irregular Attendance or leave in Term Time the amount will be **£160 per parent, per child when paid within 28 days.**

### Third Offence (within 3 Years)

- The third time a Penalty Notice is issued for leave in Term Time or Irregular Attendance, the case will be presented to the Magistrates Court, where fines of up to £2500 per parent, per child can be imposed. Note: Cases found guilty in the Magistrates Court can show on Parents future DBS certificates as a 'Failure to safeguard a child's education'.

### 10 Sessions of Unauthorised absence in a 10-week period

- Penalty Notices will be considered when there have been 10 sessions (5 days) of unauthorised absence in a 10-week school week period. These Absences can include late after registers close, Unauthorised Absences and Unauthorised Term Time leave absences. They can also be a combination of any of the above.

Penalty Notices are issued by the Local Authority on the instruction from the school/Academy, in line with the Department for Education legislation. **Once issued these cannot be withdrawn.**

Regular school attendance is an important part of giving children the best possible start in life and contributes to your child's development, wellbeing, and wider development. The aim should be to attend 100% of the time. Students who attend school are more likely to succeed academically and those who miss school frequently can fall behind with their work and do less well in exams. Secondary school pupils who didn't achieve grade 9 to 4 in English and mathematics missed on average 10 more days than those who achieved grade 9 to 5 in both subjects. [Evidence](#) shows that the students with the highest attendance throughout their time in school gain the best GCSE's. Attending school also provides time for social interactions with peers and good attendance also shows potential employers that a young person is reliable.

Providing that best education is a partnership between home and school and we couldn't do this without you. Thank you for your continued support.

With kind regards,

Mr A Fitzgibbon  
Principal

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Attendance Officer  
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