



PENALTY NOTICE FINES FOR SCHOOL ATTENDANCE HAVE CHANGED!

With the introduction of the New National Framework for Penalty Notices, the following changes came into force on 19th August 2024.

PENALTY NOTICES WILL BE ISSUED FOR

Term time leave: Penalty Notice Fines will be issued for Term Time Leave of 5 or more consecutive days

10 sessions of unauthorised absence in a 10 week period: A Penalty Notice may be considered/issued when a pupil has had 10 sessions of unauthorised absence in a 10 week* period.

*School Week's

PER PARENT/PER CHILD

Penalty Notice Fines will continue to be issued per parent per child.

For example: 3 Siblings absent for term time leave, would result in each parent receiving 3 separate fines.

FIRST OFFENCE

The first time a Penalty Notice is issued for a Term Time Holiday or Irregular School Attendance the Penalty Notice will be charged at:

£160 per parent, per child if paid within 28 days of issue, reducing to £80 if paid within 21 days**.

SECOND OFFENCE (within 3 years of the First Offence)

Where it is deemed appropriate to issue a second Penalty Notice to the same parent for the same pupil within 3 years of the first notice, the second Penalty Notice will be charged at:

£160 if paid within 28 days (no reduced fee for paying early).

(**Unpaid Penalty Notice's after 28 days may result in a parental prosecution)

THIRD OFFENCE (within 3 years of the First Offence)

On the third time that an offence is committed for either a Term Time Holiday and / or Irregular Attendance a Penalty Notice will not be issued, the case may proceed straight to Parental Prosecution under the Single Justice Procedure. If found guilty of the offence of 'Failure to send a child to school' the Magistrates can impose a fine up to £1000.

Cases found guilty in Magistrates' Court can show on the parent's future DBS certificate due to 'failure to safeguard a child's education'.

National Threshold

There will be a single consistent national threshold for when a penalty notice must be considered by all schools in England of 10 sessions (usually equivalent to 5 school days) of unauthorised absence within a rolling 10 school week period.

These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence.

The 10-school week period can span different terms or school years.

Unauthorised Leave in Term Time (Holidays)

Children are not entitled to holidays in term time. Family holidays should be taken during school holiday periods.

Request for leave due to exceptional circumstances preventing the period of leave being taken during school holidays must be made in writing to the Head Teacher.

Absence during Term Time

Children must not be absent from school for:

- Day Trips
- Shopping
- Birthdays
- Baby Sitting
- Parent/Carer or sibling illness

Medical Appointments

Where possible all appointments should be booked outside of school hours. Where this is not possible, the amount of school time missed must be kept to a minimum. School may not authorise the time off school if medical evidence is not provided.

Too ill to attend school?

Children can attend school with minor ailments (toothache, headache, stomach ache, cold, sore throat), over the counter medicines can be given before school. School will contact you if they become too ill to remain in school. Children should be off school for 48 hours if they have diarrhoea or vomiting.

If you are unsure how long your child should be absent with an illness speak to your child's school, your doctor or your pharmacist for advice.