



Important Information

Penalty Notice Fines for School Attendance are changing

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notice Fines **issued after 19th August 2024**.

School attendance is important. Regular attendance links directly to pupil outcomes, which is why our academies work with families to ensure that all our pupils are supported to attend school regularly. Academies will focus on a *support first* model, by ensuring penalty notices are only considered where support is not engaged with, not working or not appropriate.



Per Parent, Per Child

Penalty Notice Fines will be issued to each parent for each child that was absent.

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

5 Consecutive days of term time leave

The National Threshold for Penalty Notice Fines for term time leave will be for 5 or more consecutive days.

10 sessions of unauthorised absence (equivalent to 5 school days) in a 10-week period

The National Threshold for Penalty Notice Fines is 10 sessions of unauthorised absence in a 10-week period. The 10-school week period can span different terms or school years.

These sessions do not have to be consecutive and can be made up of any combination of any type of unauthorised absence. This could, for example, include 6 sessions of holiday taken, 2 sessions of unauthorised absence and 2 of arriving late after registration has closed.

First Offence

The first time a Penalty Notice is issued for term time leave, or for unauthorised absence, the amount will be:

- £160 per parent, per child paid within 28 days.
- 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 term time leave, or unauthorised absence, the amount will be:

- £160 per parent, per child paid within 28 days.

Third Offence

and any further offences within 3 years

The third time an offence is committed for term time leave, or unauthorised absence a Penalty Notice will NOT be issued and the case will be presented straight to the Magistrates' Court. Prosecution can result in criminal records and fines up to £2,500 per parent, per child.

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

