

Department for Education - Changes to issuing penalty notices for leave in term time

Dear Parents and Carers,

We need to make you aware of some important changes that could affect you if you choose to take your child out of school during term time.

In February 2024, the Department for Education published *Working Together to Improve School Attendance*. Within this document, it lays out the changes to issuing penalty notices that come into effect on **19th August 2024**. We have summarized these changes below.

Per Parent, Per Child

Penalty Notice Fines will now 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.

Five consecutive days of term time leave

Penalty Notice Fines will be issued for Term Time Leave of 5 or more consecutive days. Inset training days are school days and can be included in the 5 or more consecutive days where there was intent to be absent for term time leave.

10 sessions of unauthorised absence in a 10-week period

Penalty Notice Fines will be considered when there have been 10 sessions of unauthorised absence in a 10 week period. Please make sure that you make first day of absence contact with us to explain any absences for your child.

First Offence

The first time a Penalty Notice is issued for Term Time Leave or Irregular Attendance 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 Irregular Attendance the amount will be:

- £160 per parent, per child paid within 28 days.
- There will be no offer of a reduction.

Codsall Community High School

Elliotts Lane, Codsall, Staffordshire WV8 1PQ
Tel 01902 907560 • E-mail office@cc-hs.com
www.cc-hs.com

Bilbrook CE Middle School

Bilbrook Road, Codsall, Staffordshire, WV8 1EU
Tel 01902 840910 • E-mail office@bilbrook.staffs.sch.uk
www.bilbrookmiddle.com

Perton Middle School

Gainsborough Drive, Perton, Staffordshire, WV6 7NR
Tel 01902 758244 • E-mail office@perton-middle.staffs.sch.uk
www.pertonmiddle.com

Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed for Term Time Leave or Irregular Attendance a Penalty Notice will not be issued, and the case will be presented straight to the Magistrates' Court.

Magistrates' fines can be up to £2500 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'.

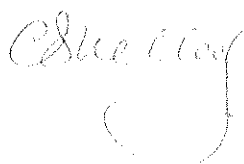
New two penalty notice limit in a three-year period

The three-year rolling period starts for parents when the first penalty notice is issued to them after the 19th August 2024.

We understand that, financially, times are very tough for many families and so we wanted to make you aware of the changes being made by the government to combat holidays being taken in term time and low attendance generally. As you can see, the fines applied from August of this year will be far more substantial than in recent years.

More information can be found at:

<https://www.gov.uk/government/publications/working-together-to-improve-school-attendance>



Chloe Shelley
Assistant Headteacher