

# New attendance rules!



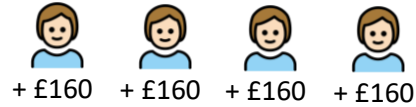
There are new rules for unauthorised absences, whether this is due to holiday, irregular attendance, or otherwise. Don't get caught out!

## 1 I'm a single parent of one child and we want to go on holiday for 5 days.

Make sure you use the absence request form. Your holiday will not be authorised. Let the school know before you book anything. As your child will miss 5 school days, you'll be given a penalty notice fine.



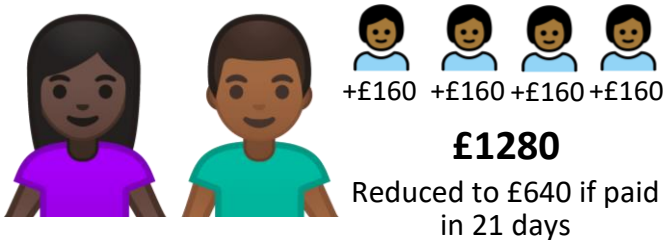
For each child a penalty is given...



**1 parent & 1 child = £160**  
Reduced to £80 if paid in 21 days

**1 parent & 4 children = £640**  
Reduced to £320 if paid in 21 days

## For a family of 2 parents & 4 children



**£1280**

Reduced to £640 if paid in 21 days

## What happens if school suspects children are actually on holiday?

Photos on Facebook?  
Foreign mobile dial tone?  
Other children talking about your holiday?  
Amazing sun tan?  
Home visit shows no-one at home?



Please don't be offended if we ask for evidence or mention these questions to you. We're required to do this to ensure a fair system!

## 2 What about subsequent absences? Is it still the same penalty amount?

**No, not anymore.** If in any period of not more than 3 years, your child has a 2<sup>nd</sup> and 3<sup>rd</sup> leave of absence OR pattern of irregular attendance, which is unauthorised, then...

### 2<sup>nd</sup> TIME

**2 parents and...**  
1 child = £320  
2 children = £640  
3 children = £960  
4 children = £1280

**NO DISCOUNT FOR EARLY PAYMENT**

### 3<sup>rd</sup> TIME

A penalty notice fine **will not** be given. Instead, your case will be taken to court. A magistrate can fine each parent £2,500 for each child.

**1 parent & 4 children = £10,000**  
**2 parents and 4 children = £20,000**

## 3 What about irregular attendance? Could I get a penalty notice?

**YES**

If your child is absent for 10 or more sessions in 10 weeks, and their absences are unauthorised, then the school is required to consider penalty notices / prosecution.



So, half a day here and day there could all add up to 10 sessions in 10 weeks. If unauthorised, then it would be a penalty notice. Remember, 1 day is 2 sessions (morning and afternoon).

## 4 What are typical reasons given that won't be authorised?

### Examples of unauthorised absences

A family member's birthday	Sickness of parent or sibling
Shopping for uniforms	Sibling's school closed
Inadequate clothing for school	Refusing to attend, but able to
Child being used as a carer	Poor family organisation
Problems with transport	Family holidays
	No absence request completed

Where attendance is irregular, or historically poor, sickness absences may be unauthorised unless medical confirmation by a GP surgery is given.



**EVERY DAY COUNTS – ATTEND TODAY, ACHIEVE TOMORROW**