



Attendance Update

Saint Lawrence C of E School and The Holt Primary School.



Dear parents and carers,

As two primary schools working together in close partnership, and working with the Local Education Authority, we write to you with an update following the statutory requirements under the Department of Education's 'Working together to improve school attendance'. The changes we need to make will bring us in line with local primary schools and secondary schools and ensure that both schools align with The DfE's vision for improving school attendance.

When a threshold of 10 sessions (or 5 days) of unauthorised absence sessions is met within a rolling 10 week period, a penalty notice may be issued. In the case of an unauthorised holiday of 5 days or more, the threshold will automatically be met and a fixed term penalty notice will be issued.

For any further enquiries about school attendance, please visit: www.lincolnshire.gov.uk/school-attendance

Attendance

Supporting you to understand the new rules



A National Framework for Penalty Notices for school absences, including unauthorised leave of absences in Term Time, is being introduced following changes to the law. These new government regulations will come into effect from **19th August 2024**.

What are these changes?

If a pupil has **10 unauthorised sessions**, which is equal to **5 school days**, within a **10 week period**, a penalty notice may be issued.

This will come under 3 categories: First, Second, and Third offence.



First Offence

The first time a Penalty Notice is issued for Term Time leave or unauthorised absences the amount will be:

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

Second Offence

The second time a Penalty Notice is issued for Term Time leave or unauthorised absences the amount will be:

£160 per parent, per child to be paid within **28 days**. No reduced rate will be offered.



Third offence and any further offences (within 3 years)

The third time an offence is committed for Term Time leave or unauthorised absences 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 a Parents future DBS certificate, due to failure to safeguard a child's education.

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