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26<sup>th</sup> September 2024

### **Attendance Penalty Notice Changes**

Dear Parents/Carers,

I hope this letter finds you well. We are writing to inform you about the recent changes to the restrictions on term time holidays.

As you may already be aware, the fines for term time holidays have increased to £160 per adult per child. Additionally, penalty notices now run on a three-year term, as opposed to annually. The previous allowance of 2 term time absences of 7 sessions in 1 year before legal action was taken has been altered to 2 term absences of up to 10 sessions in 3 years before legal action is taken.

We urge you to take note of these new restrictions before planning any holidays during term time. It's important to emphasise that holidays in term time are only authorised in exceptional circumstances.

Below is an image which outlines the details of the changes, and you can find further information in our updated attendance policy.

If you have any further questions or require more information, please do not hesitate to get in touch.

Yours sincerely,

*L.C. Crossland*

Mrs Lisa Crossland  
Head Teacher

# ATTENDANCE

WITH EFFECT FROM 19 AUGUST 2024

# WHAT THE NEW RULES MEAN FOR ME



Nottingham  
City Council

**I'm a single parent of one child and we want to go on holiday for a week.**

Your holiday will not be authorised and you must talk to the school before you book anything. Because your child will miss 5 school days you will be given a penalty notice fine. The fine is £160 but if you pay it in 21 days it will be reduced to £80.

# 1

# £160



# 2

**FOR EVERY CHILD A PENALTY IS GIVEN**



+£160 +£160 +£160 +£160

**4 children & 1 parent = £640**

Reduced to £320 if paid in 21 days

# 3

**IRREGULAR ATTENDANCE**

**10 IN 10**

If your child is absent for 10 or more sessions in 10 weeks and their absences are unauthorised, the school will consider prosecution.

**1 DAY = 2 SESSIONS**



# 4

**FOR A FAMILY OF TWO PARENTS**



+£160 +£160 +£160 +£160

**4 children & 2 parents = £1280**

Reduced to £640 if paid in 21 days

**If in any period of not more than 3 years, your child has a 2nd and 3rd leave of absence or pattern of irregular attendance...**

# 5



**2ND TIME**

**2 parents and...**

1 child - £320  
2 children = £640  
3 children = £960  
4 children = £1280

**No discount for early payment**

**3RD TIME**

A penalty notice fine will not be given.

Your case will be taken to court.

A magistrate can fine each parent £2500 for each child.

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



**FOR MORE INFORMATION, VISIT**

[gov.uk/government/publications/working-together-to-improve-school-attendance](https://www.gov.uk/government/publications/working-together-to-improve-school-attendance)