



## Penalty Notice Charges

The Department for Education has recently announced national changes to penalty notices issued for unauthorised absence in term time. These changes will come into effect on 19 August 2024.

This is nationwide, and if you move house or school your attendance remains unaffected. Term time leave for exceptional circumstances is very rarely granted and must be done so by the Headteacher.

### First Offence

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

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

This is reduced to £80 per parent, per child, if paid within 21 days.

### Second Offence

Issued within 3 years of the first offence. The second time a Penalty Notice is issued for unauthorised term time leave or irregular attendance the amount will be: £160 per parent, per child, paid within 28 days.

No reduction for early payment.

### Third Offence onwards

Issued within 3 years of first offence.

The third time offence is committed for unauthorised term time leave, or irregular attendance, a Penalty Notice will not be issued. The case will be presented immediately to the Magistrates Court. Fines can be up to £2500 per parent, per child. Cases found guilty in the Magistrates Court can show as a criminal record, and also appear on DBS checks run on parents as 'failure to safeguard a child's education'.

### Things to remember:

- Absences for illness are not included as 'unauthorised' providing medical evidence is given to the school after 5 days of self-certification.
- Penalty Notices are issued **Per Parent, Per Child**. For example, a 3 child household would be issued with 3 fines for each parent (regardless of whether both parents were with the children during the absence).
- Penalties are issued for 10 sessions unauthorised absence in 10 weeks or 5 days consecutive unauthorised absence.