



The Hayfield School

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11 June 2024

Dear Parent/Carer,

Re: Term Time Holidays and Fixed Penalty Notices

All schools have seen an alarming increase in the number of term time holidays taken by families. Very occasionally there are some very extreme personal circumstances which justify some time away from school during term time however the vast majority are taken to reduce costs. Students who are absent due to this are then disadvantaged when compared to their peers, often at no fault of their own.

We ask all families to avoid term time holidays.

The Government has now increased the level of fine (Fixed Penalty Notice) from August 2024 through their new National Framework. The key information can be found below.

Kind regards

Mr R Huddart
Deputy Head

• *Kindness* • *Decency* • *Strong Work Ethic* •



Pupil attendance is important

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notices issued after the **19th August 2024**.

Per parent, per child

Penalty Notices 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.

5 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 has been 10 sessions of unauthorised absence in a 10-week period.

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.*

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 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.