

Telephone:
01902 734167
Fax:
01902 727502



The Avenue
Featherstone
Wolverhampton
WV10 7AS

Education - the most powerful
weapon to change the world

office@featherstoneacademy.co.uk

www.featherstoneacademy.co.uk

January 2018

Dear Parents / Carers,

Changes to Penalty Notices for Absence from School

Ensuring your child has access to a good education is very important to us.

A key part of this is for all children and young people to regularly attend school, as this gives each learner the best chance to achieve their full potential. In light of the recent Isle of Wight court case and the subsequent Supreme Court ruling on school absences, we wanted to clarify our position for parents where there may be the potential for any ambiguity and to also ensure we are fully compliant with legal requirements.

Regarding holiday requests during term time, or other requests for leave of absence, it remains the case that head teachers may only authorise such absences if there are '**exceptional circumstances**'.

PENALTY NOTICE INFORMATION

Please see the following statement from Staffordshire County Council regarding penalty Notices.

[Penalty Notice for leave of absence \(holiday\) in term time](#)

From January 2018 any period of unauthorised leave may result in you as a parent receiving a penalty notice fine. Your head teacher will continue to be the only person able to authorise leave in term time, but this will apply only in exceptional circumstances. Any unauthorised absence will be referred by your head teacher to the local authority.

[Penalty Notice for persistent lateness](#)

Previously a pupil had to achieve 20 unauthorised late marks, and late marks do not have to be one after the other in order for the penalty notice to be issued. You are therefore encouraged where possible to ensure your child attends school on time. However, if your child is late you must inform the school of the reason(s) why, as they may be able to offer you some form of advice or support.

Period of time used to measure persistent absence and lateness

If your child has had 10 days unauthorized absence or is late 10 times over a twelve week period, you may receive a penalty warning notice and also potentially a fine.

These changes have been agreed with local head teachers and have been implemented to help promote and support good attendance to school. Further details and a copy of the revised Code of Conduct for issuing Penalty Notices can be obtained from the council's website www.staffordshire.gov.uk/education.

WHAT IS A PENALTY NOTICE?

The Local Authority will continue to take appropriate action for absences during term time when notified by the head teacher.

A fine of £60 per parent / carer (per child) if paid within 21 days from the date of issue. If this Penalty is not paid, the amount rises to £120. If after 28 days of the date of issue the £120 is not paid the Local Authority will prosecute you under section 444(1) of the Education Act 1996. This will lead to a hearing in the Magistrates Court and may result in a fine of up to £1000.

We request that any applications for leave of absence (holiday) are required to be put in writing to the Head teacher, at least 2 weeks in advance.

The vast majority of children have an excellent record of school attendance, and we recognize the efforts of so many parents to ensure their children attend school regularly.

Kind regards,



Mrs Caroline Jobling,

Headteacher.