

# Penalty Notices for School Attendance

## Fines are changing!

**With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notice Fines issued after 19<sup>th</sup> of August 2024!**

### Who will receive a fine?

Fines are issued per parent, per child. A parent is defined as the person who has parental responsibility and lives with the child during school time regardless of who applied for the leave.

### Types of Fines

#### Penalty Notices for Unauthorised Holiday

- 5 consecutive days of unauthorised term time leave

#### Penalty Notices following Notice to Improve :

- 10 sessions of unauthorised absence in a rolling 10 week period. These days do not have to be consecutive & can include a mixture of G, O & U codes & offers of support have not been engaged with.

### How many fines can be issued?

Maximum of 2 penalty notices per child, per parent can be issued within a rolling 3 year period. Which can span school academic years and areas.

Where difficulties arise with school attendance, professionals should take a “support first” approach in line with the DfE’s Working Together to Improve School attendance guidance, only resorting to legal enforcement when necessary. The aim is that the need for legal enforcement is reduced by taking a supportive approach to tackle the barriers to attendance and intervening early before absence becomes entrenched.

**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 & 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 the Magistrates Court. Magistrates fines can be up to £1000 per parent, per child. Cases found guilty in the Magistrates Court can show on the parent’s future DBS

certificate due to “failure to  
safeguard a child’s education