



PARTNER OF THE EVERYONE MATTERS SCHOOLS TRUST

22<sup>nd</sup> July 2024

Dear Parent/ Carer,

**Re: IMPORTANT CHANGES TO THE LAW REGARDING PENALTY NOTICES FOR UNAUTHORISED ABSENCE FROM SCHOOL**

Dear Parents / Carers,

A new National Framework for Penalty Notices for school absence, including unauthorised holiday absence, is being introduced following changes to the law. These new Government regulations will come into effect from 19 August 2024, and we wanted to bring this to your attention now, as it will affect when penalty notices are issued.

In line with the 'Working Together to improve school attendance government publication', Rainford High will prioritise the 'support first' approach expecting that support will have been offered to families in cases where it is appropriate, and parents/carers are encouraged to communicate with the school should any support be required to improve attendance.

Penalty Notices are requested by schools and academies and issued by the Local Authority to the parents/carers of statutory school age children, per parent, per child. For example: two children in a family absent from school for a leave of absence may result in each parent receiving a Penalty Notice for each child at the below rates.

**What are the changes?**

1. There will be a new national threshold of 10 unauthorised sessions for any reason (equivalent to 5 school days) within a rolling 10 school week period for when a penalty notice must be considered. Children who arrive late to school after registers close will be classed as absent for 1 session. Therefore, 10 'lates' within a 10 week rolling period would result in a penalty notice being considered.
2. The new rules mean you will no longer be able to take your child out of school for one week's holiday without a penalty notice being issued.
3. There will be an increase in the penalty fine from £60 to £80 if paid in 21 days. If the fine is not paid by the first 21 days, it will rise to £160 if paid within 28 days of being issued.





## RAINFORD HIGH

PARTNER OF THE EVERYONE MATTERS SCHOOLS TRUST

4. If a second penalty fine is issued to the same parent for the same child within a 3-year rolling period, the fine will automatically rise to £160 with no option to pay the lower rate of £80.

5. If a parent then commits a third offence in a 3-year rolling period, the local authority will need to consider other enforcement options available to them.

We would like to thank you for your support in making sure that children do not miss any learning time.

Yours faithfully,

Mr Ian Young  
Principal  
[i.young@rainford.org.uk](mailto:i.young@rainford.org.uk)

