



FLASH LEY COMMUNITY PRIMARY SCHOOL AND NURSERY

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9th September, 2024

Dear Parents/Carers,

You may have seen in the news that the Department for Education guidance for managing school attendance has been updated. Staffordshire County Council have published their revised guidance on issuing fixed penalty notices from 19th August 2024. Please see below for details:

New two penalty notice limit in a three-year period:

The three-year rolling period starts for parents when the first penalty notice is issued to them after the 19th August 2024.

- The first Penalty Notices for leave in term time will increase to £160 per parent per child but can be reduced to £80 per parent per child if paid within 21 days.
- If a second penalty notice is issued within three years of the first penalty notice, then this will be at a fixed rate of £160 per parent per child, with no reduction for early payment.
- A third penalty notice **cannot** be issued within the three-year period; therefore, the county council will deal with any further unauthorised leave through prosecution in the Magistrates Court. If the parent is found guilty, the potential fine is up to £1000.

National threshold for issuing penalty notices:

Parents may have heard about the new national threshold for issuing penalty notices which has been set at 10 sessions (5 school days) of unauthorised absence, which includes unauthorised holidays and late after the register closes (9.00am), in a rolling period of 10 school weeks.

However, if in an individual case the local authority believes a penalty notice would be appropriate, they retain the discretion to issue one before the threshold is met.

For example - where parents are deliberately avoiding the national threshold by taking several term time holidays below threshold, or for repeated absence for birthdays or other family events.

As always, we will continue to work with parents/carers to support good attendance in school.

Mrs J Banks
Headteacher