NATIONAL FRAMEWORK FOR PENALTY NOTICES

KEY POINTS FOR PARENTS / CARERS

Threshold for Penalty Notices

01 Penalty notices may be issued if a child has 10 sessions (equivalent to 5 school days) of unauthorised absence within a rolling 10-school-week period. These sessions can be non-consecutive and may span different terms or school years.

Penalty Amounts

02

First Offence: £80 per parent, per child, if paid within 21 days; increasing to £160 if paid within 28 days.
Second Offence (within 3 years): £160 per parent, per child, with no reduction for early payment.
Third Offence (within 3 years): No further penalty notices will be issued; instead, prosecution or other legal interventions will be considered.

Definition of Parent

03 The term "parent" includes all natural parents, whether married or not, any person with parental responsibility, and any person who has care of the child.

Unauthorised Absences

04 Common reasons for unauthorised absences include taking holidays during term time without the school's permission. The Department for Education does not consider a desire for a holiday as an exceptional circumstance warranting authorised absence.

Legal Consequences

05 Failure to pay fines or repeated offences can lead to prosecution, which may result in higher fines or other legal penalties. Regular school attendance is crucial for your child's educational development. If you're facing challenges ensuring your child attends school regularly, it's important to engage with the school or local authority to seek support and guidance.