



What we do today, matters tomorrow.

2nd May 2024

Attendance Updates from August 2024

Dear Parents and Carers,

The law entitles every child of compulsory school age to an efficient, full-time education and parents have an additional legal duty to ensure their child attends that school regularly. This means your child must attend every day that the school is open, except in a small number of allowable circumstances such as being too ill to attend. School attendance is a key indicator for pupil attainment, wellbeing and future life chances.

The Department for Education (DfE) has announced a number of changes to the law relating to pupil attendance, new regulations can be found in [Working together to improve school attendance](#). These changes come into effect on 19th August 2024.

We are in the process of updating our attendance policy to ensure it is in line with the new guidance. Once our policy has been finalised, we will share this with you but in the meantime, we wanted to make you aware of some key changes.

As you are aware we cannot authorise any holidays. **Any leave during term time which is 5 days or more will result in a Penalty Notice (PN) being issued. Fines for taking your child out of school will increase to £160 per child, per parent if paid within 28 days. This will be reduced to £80 if paid within 21 days.**

Within the new guidance it states there is rolling 3-year period from the date a PN is issued and any second notice within the 3-year period is charged at a higher rate of £160. If further leave is taken within the 3-year period, prosecution or another of the other attendance legal intervention will be carried out.

Furthermore, PNs can be issued for 10 or more sessions of unauthorised absences within a 10-week period. This can be any combination of unauthorised absence (e.g. 4 sessions of holiday taken in term time plus 6 sessions of arriving late after the register closes all within 10 school weeks). The period of 10 school weeks can also span different terms or school years (e.g. 2 sessions of unauthorised absence in the Summer Term and a further 8 within the Autumn Term).

Ultimately, as parents and teachers, we all want the best for our children. At Stokes Wood Primary School we place the pupils at the heart of everything we do. Please help us to do our very best for them by ensuring they come to school each day. Thank you for your ongoing support.

Yours sincerely,

Jane Gadsby

Headteacher: Mrs J Gadsby
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