

National Threshold

There will be a single consistent national threshold for when a penalty notice must be considered by all schools in England of 10 sessions (Usually equivalent to 5 school days) of unauthorised absence within a rolling 10 school week period.

The sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence.

The 10 school week period can span different terms or school years.

Please note: the DfE does not consider a need or desire for a holiday or other absence for the purpose of leisure and recreation to be an exceptional circumstance. Holy Cross will not authorise any holiday requests.

First Offence

The first time a penalty notice is issued for unauthorised absence, 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 unauthorised absence the amount will be:
£160 per parent, per child paid within 28 days.



Third and Subsequent Offences (within 3 years)

The third time an offence is committed a penalty notice will not be issued and the case could be presented straight to the Magistrates' Court. Prosecution can result in criminal records and fines up to £2500.

Cases found guilty in Magistrates' Court may show on the parents DBS certificate due to failure to safeguard a child's education.

Additionally, please note that both parents/carers are liable to pay the fines, regardless of where the child resides or regardless of who had parental responsibility during the absence. Please see below for further detail

Parent*

Section 576 of the Education Act 1996 defines parent as:

- All natural (biologically) parents, whether they are married or not.
- Any person who, although not a natural parent, has parental responsibility for a child or young person.

Per Parent*, Per Child

Penalty notice fines are issued to each parent regardless of where the child resides for each child that was absent. Example: 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.