

# ATTENDANCE NEWSLETTER

SUMMER TERM



WESTOVER PRIMARY

**MOMENTS  
MATTER,  
ATTENDANCE  
COUNTS.**

**DEAR PARENTS,**

## **Government Is Getting Tougher On School Absence**

The Government have published new statutory guidance which all schools and local authorities will be following from 19th August 2024.

The expectation is that children will have an average attendance of 96% or more. Over the last 2 years we have increased our attendance from 93% to 95% and we would like to thank you insupporting us to do this.

The issuing of penalty notices has been revised and we have attached the new guidance for you from Portsmouth City Council which we will be following.

The link below is a useful guide from NHS about when you should send your child to school and when you should not.

Is my child too ill for school? - NHS ([www.nhs.uk](http://www.nhs.uk))

## **How we can help you?**

From September 2024 Mrs Dalton is our Child and Family Support Worker. She will be liaising with families offering advice and support to anyone with attendance below 96%. She will be working closely with Mrs Leslie our Inclusion Lead to ensure the right support is in place within school. Where the barrier is not related to education, we will be able to signpost and work with other agencies to support you.

Please note that when attendance is below 90% your child is classed as a 'Persistent absentee'. We want to work with you to ensure we do not get to this stage so please take advantage of this new role and work with us.

If you wish to speak to Mrs Dalton (Child and family support worker) her email address is [hdalton@westoverprimary.co.uk](mailto:hdalton@westoverprimary.co.uk). This inbox will be monitored Monday – Friday 8.30-3.30 term time.

## From 19 August 2024, the new National Framework for issuing penalty notices will apply

### Per Parent, Per Child

E.g. 2 parents taking 3 children out of school for a leave of absence in term time would incur 3 penalty notices for each parent

S.576 Education Act 1996 defines a parent as all natural parents, not a natural parent but has parental responsibility, or has care of a child.

### National Threshold

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

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

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

1

### First Offence

The first time a Penalty Notice is issued for a leave of absence in term time or irregular school attendance the Penalty Notice will be charged at: £160 per parent, per child, to be paid within 28 days.

This is reduced to £80 per parent per child if paid within the first 21 days.

(Unpaid Penalty Notices after 28 days will result in a prosecution)

2

### Second Offence

(within 3 years of the first offence)

Where it has been deemed appropriate to issue a second Penalty Notice to the same parent for the same pupil within 3 years of the first notice, the second Penalty Notice will be charge at:

£160 per parent per child to be paid within 28 days (there is no reduction for this)

(Unpaid Penalty Notices after 28 days will result in a prosecution)

3

### Third Offence and any Further Offences

(within 3 years of the first offence)

The third time that any offence is committed and a sanction is requested for either a leave of absence or irregular attendance, a Penalty Notice will not be issued, the case will be presented straight to the Magistrates Court. Prosecution can result in criminal records and fines up to £2,500.

Cases found guilty in the Magistrates Court can show on the parent's future DBS certificate, due to 'failure to safeguard a child's education'.