



Thorpe Street, Hartlepool, TS24 0DX

admin@stbegas.bhcet.org.uk

(01429) 267768

stbegas.bhcet.org.uk



A Proud Member of
**BISHOP
HOGARTH**
Catholic Education Trust

Executive Headteacher: Mary Tate

18th July 2024

Dear Parent/Carer,

THE EDUCATION (PENALTY NOTICES) (ENGLAND) (AMENDMENT) REGULATIONS 2024 No. 210

The Department for Education has issued new statutory guidance for attendance which comes into effect on the 19th August 2024. It details what schools, parents and Local Authorities should do to improve pupils' attendance at school. These changes are in response to the revised publication of the Department for Education's document, [Working together to improve school attendance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/121212/Working_together_to_improve_school_attendance_-_GOV.UK.pdf)

St Bega's recognises and values the importance of good attendance and therefore will always follow the '**support first**' approach when working with our families to remove any barriers to good attendance. We understand that each family is unique and therefore we will work closely with you to ensure the correct support is put in place to support your child's attendance.

All parents should be aware of the following changes regarding penalty notice fines which come into effect from 19th August 2024, meaning they will be in place in schools from the start of the new academic year.

National Threshold for the Issue of a Penalty Notice: From autumn term 2024, only 2 penalty notices can be issued to the same parent in respect of the same child within a 3-year rolling period. The threshold is 10 sessions (5 days) of unauthorised absence in a rolling period of 10 school weeks. It is important to note that the 10 sessions could be made up of term time leave, unauthorised late marks or any other unauthorised absence. The period of 10 weeks can span different terms or school years.

Penalty Notices will be issued for:

- 1. Term Time Leave: (Inc Holidays)** If a pupil takes unauthorised term time leave for 10 consecutive sessions or more (5 days) they will be subject to a Penalty Notice.
- 2. Irregular Attendance:** A Penalty Notice Fine will also be issued when a child has **10 sessions** of unauthorised absence in a period of 10 school weeks. These 10 sessions could be made up of term time leave, unauthorised late marks or any other unauthorised absence.

Care, Courtesy and Concern



Thorpe Street, Hartlepool, TS24 0DX



admin@stbegas.bhcet.org.uk



(01429) 267768



stbegas.bhcet.org.uk



A Proud Member of
**BISHOP
HOGARTH**
Catholic Education Trust

Executive Headteacher: Mary Tate

First, Second and Third Offences

The first Penalty Notice issued to a parent in respect of a particular pupil will be charged at £160 if paid within 28 days. This will be reduced to £80 if paid within 21 days. If a penalty notice remains unpaid, parents may be the subject of court proceedings for failing to ensure regular school attendance.

A second Penalty Notice issued to the same parent in respect of the same pupil is charged at a flat rate of £160 if paid within 28 days. (No reduction)

A third Penalty Notice cannot be issued to the same parent in respect of the same child within 3 years. In a case where the national threshold is met for a third time (or subsequent times) within those 3 years, the referral will be automatically considered for prosecution in relation to Section 444 Education Act 1996. Magistrates can issue fines of up to £2,500 per parent, per child. Cases found guilty in **Magistrates Court can show on a parent's future DBS certificate, due to 'Failure to safeguard a child's education'**.

We are committed to improving attendance and achievement at St Bega's and would ask that you work with us to ensure the best possible outcomes for our children. If you have any concerns or queries, please do not hesitate to contact us. Many thanks for your continued support.

Miss M Tate

Executive Head Teacher

Mrs Duffield

Head teacher (From September 2024)

Care, Courtesy and Concern