



Part of  
**OUR LADY  
OF LOURDES**

CATHOLIC MULTI-ACADEMY TRUST

**Blessed Robert Widmerpool Primary Catholic Voluntary Academy**

**Listowel Crescent, Clifton, Nottingham NG11 9BH**

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**Head Teacher: Mrs L Maylard-Mason**

Dear Parents,

The schools of Our Lady of Lourdes Catholic Multi Academy Trust are committed to working together with parents and carers to ensure the highest possible attendance, which will in turn support the progress of our children.

We would like to inform you about some important changes regarding holidays/leave of absences in Term Time.

Regular and punctual attendance of pupils at school is a legal requirement. From the 19<sup>th</sup> August 2024 there is a new national framework for penalty notices. This is a requirement across the country and will be followed by all schools. Please see the changes below:

#### **Per Parent, Per Child**

Penalty Notice fines will now be issued to each parent, for each child that was absent.

For example: 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.

#### **First Offence**

The first time a Penalty Notice is issued for Term Time leave of irregular attendance the amount will be:

£160 per parent, per child if paid within 28 days

Reduced to £80 per parent, per child if paid within 21 days

#### **5 consecutive days of term time leave**

Penalty Notice Fines will be issued for Term Time leave of 5 or more consecutive school days.

#### **10 sessions of unauthorised absence in a 10-week period**

Penalty Notice fines will be considered when there have been 10 sessions of unauthorised absence in a 10-week period

#### **Second Offence - (Within 3 years)**

The second time a Penalty Notice is issued for Term Time leave or irregular attendance the amount will be £160 per parent, per child paid within 28 days





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### **Third Offence and Any Further Offences (within 3 years)**

The third time an offence is committed for Term Time leave or irregular attendance a Penalty Notice will not be issued, and the case will be presented straight to the Magistrates' Court. Magistrates' fines are per parent, per child

Cases found guilty in Magistrates' Court may be shown on the parent's future DBS certificate.

### **Payment of Penalty Notices:**

It is important to note that these fines are paid directly to the council and not school.

- Failure to pay the fines may result in court action.
- The fine must be paid in full, there are **no** payment plans (paying in instalments),
- There is **no** process to appeal a fine it must be paid.

We appreciate that holidays are expensive out of term time but please note this guidance is national guidance and school has a legal responsibility to follow it.

Please take this new legislation into account when thinking about booking holidays during term time from September 2024.

Yours sincerely,

Mrs Maylard-Mason

