

Penalty Notice fines for school attendance are changing...

Term Time Leave...

Parents/Carers should make an application for term time leave using a Leave of Absence Request Form

Form can be found on the school website: [Sir Harry Smith Community College - Attendance](#)

1st Offence: The fine for a penalty notice is increasing to £80 per parent, per child.

This increases to £160 if paid after 21 days, but within 28 days.

If penalty notice remains unpaid, parents may be the subject of court proceedings for failing to ensure regular attendance. This could result in a fine of up to £2,500 and/or imprisonment of up to 3 months per parent.

WHEN? Applies to any term time leave taken after **19th August 2024**.

2nd Offence of unauthorised term time leave **within a 3 year** rolling period = flat fine of £160 per parent per child

3rd Offence of unauthorised term time leave **within a 3 year** rolling period = referral automatically considered for prosecution in relation to Section 444 Education Act 1996

Term Time Leave will only be authorised in exceptional circumstances

**If parents have received on penalty notice in the last three years, they will get a fine of £160 per parent per child for their next one. If they have received two or more in the last three years, they should expect to be referred for prosecution.*



Sir Harry Smith
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