



St. Anne's Catholic Voluntary Academy

Penalty Notice Fines – Government Policy 2024/2025

With the introduction of the new statutory National Framework for Penalty Notices, the following changes will come into force for Penalty Notice Fines issued after 19th August 2024. Please read the information below carefully, as this will form part of our attendance policy from September 2024.

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.

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.

First Offence

The first 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.

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 days.

10 sessions (AM & PM – 5 days) of unauthorised absence in a 10-week period

Penalty Notice Fines will be considered when there have been 10 sessions (5 days) of unauthorised absence in a 10-week period.

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 can be up to £2500 per parent, per child.**

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