



Penalty Notice Fines for School Absence are changing.

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for fines issued for unauthorised absence that occurs after 19 August 2024.

Per Parent - Per Child

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

Eg: 3 siblings absent in term time will result in each parent receiving 3 separate fines.

5 Consecutive Days of Leave In Term Time

Penalty Notice fines will be issued for term time leave of 5 or more consecutive days, and for fewer days where this has happened before.

10 Sessions of Unauthorised Absence

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

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 when paid within 28 days.

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

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 when paid within 28 days. (No option to pay at £80 level)

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. The case will proceed to the Magistrates' court.

Magistrate's fines can be up to €2,500 per parent, per child.

Cases found guilty in Magistrates' Court can show on the parent's future DBS certificate and may impact on job applications and travel abroad. Court prosecutions: Penalty Notices will not automatically be issued, Parents are advised that where the LA considers that a Penalty Notice is not appropriate due to the level of concern about a child's absence, prosecution action may be taken. By law, all Penalty Notice payments go to the local authority and not to schools.



Herrick Primary School Governors and management are unable to authorise any term time absence, unless our view is that there are very exceptional circumstances. We follow the LCC guidelines – requesting Penalty Notices for irregular attendance and unauthorised absence when required.

If permission is granted, copies of airline or travel tickets will be required before you travel. If these are not received, and the child does not return on the date agreed, then the request is no longer agreed.