



# Wath Academy

**Wath Academy**

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Our Ref: DME/CBU

16 September 2024

Dear Parent/Carer

## **Subject: Updated Government Attendance Guidance – Fixed Penalty Notices (FPN)**

We hope this letter finds you well. We are writing to inform you about important changes to the attendance guidance which came into effect from August 2024. These changes are part of the updated Government attendance guidance and are aimed at ensuring all children benefit from consistent and uninterrupted learning.

Full details of the guidance can be found within the Working Together to Improve School Attendance Statutory Guidance, which can be accessed through the [www.gov.uk](http://www.gov.uk) website. We have however distilled the information regarding changes to Fixed Penalty Notices into the graphic overleaf.

At the Academy we have a supportive approach when it comes to securing high levels of attendance for our students. We aim to work with families to understand barriers to attendance and form plans to overcome them. However, it is important to note that FPN's and other legal intervention, in accordance with statutory guidance and the Local Authorities Code of Conduct for issuing penalty notices for school absence 2024 also form part of our intervention pathways.

We understand that these changes may impact family plans, and we encourage you to carefully consider the implications of any unauthorised absences. Our priority remains the educational development and well-being of every student.

If you have any questions or require further clarification regarding these updates, please do not hesitate to contact the school attendance team via 01709 760222 option 2 or [attendance@wathacademy.com](mailto:attendance@wathacademy.com)

Thank you for your cooperation and continued support.

Yours faithfully

**Mr D Meyerhoff**  
**Associate Assistant Principal**  
**Attendance**





# ATTENDANCE CHANGES AND WHAT THEY MEAN FOR ME

The Government changes to attendance guidance, enforced from August 2024 is distilled below for your information.

# 1

## I'm a single parent of 1 child and want to go on holiday for a week

You must complete a holiday request form to notify us of your intended holiday.

Your holiday will only be authorised in exceptional circumstances.

Because your child will miss 5 school days you will be given a penalty notice fine.

The fine is £160, reduced to £80 if paid within 21 days.



# £160

# 2

## A penalty is given for every child



£160



£160



£160



£160

1 parent with 4 children = **£640**, reduced to **£320** if paid within 21 days

# 5

## Irregular attendance '10 in 10'

If your child has 10 sessions of unauthorised absence within a rolling period of 10 school weeks, we will consider prosecution.

These sessions can be consecutive or not.

### 1 day = 2 sessions

3 days unauthorised absence week 1 + 1 per week for the next 2 weeks = 10 sessions

# 3

## For a family of two parents



£160



£160



£160



£160

Both parents are fined for each child

2 parents with 4 children = **£1280**, reduced to **£640** if paid within 21 days

## Multiple holidays or patterns of irregular attendance within 3 years

# 4

### 2nd Time

2 parents and 1 child = £320

2 children = £640

3 children = £960

4 children = £1280



### 3rd Time

No fine will be given. Instead, your case will be taken to court. A magistrate can fine each parent £2500 for each child

1 parent and 4 children - **£10,000**  
2 parents and 4 children = **£20,000**

No discount for early payment