

Summary of Fixed Penalty Notice Fines

First Offence

The first time a Penalty Notice is issued for term time leave or low attendance the amount will be:

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

£160 per parent per child when paid within 28 days.

Second Offence

(within a rolling 3-year period)

£160 per parent per child to be paid within 28 days.

Third offence (and any further offences within rolling 3 years)

The third time a Penalty Notice is issued the case will be presented straight to the Magistrates Court. Fines of up to £2500 per parent per child can be issued.

Note: Cases found guilty in Magistrates Court can show up on parents' future DBS certificates as a failure to safeguard a child's education.

5 consecutive days of term time leave

Penalty Notice Fines will be issued for term time leave of 5 or more consecutive days. Inset days are school days and can be included in the 5 or more consecutive days if there was intent to be absent for term time.

The local authority can issue fines for less than 5 days, under certain circumstances.

10 sessions of unauthorised absence in a 10-week period

Penalty Notice fines will be considered when there have been 10 sessions (1 session is an AM session or a PM session, 1 day = 2 sessions) of unauthorised absence in 10-week period.

This can go over school holidays.

Per parent per child

Penalty Notice fines will be issued to each parent (including step parents) for each absent child.

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

