



11th September 2015

Dear Parent / Carer

Fixed Penalty Notices

I am sure you are aware, under current legislation schools are no longer able to 'authorise' holidays taken in term time except under exceptional circumstances. From September 2013, under Section 444 of the Education Act (1996) or Section 36 of the Children's Act (1989), a Fixed Penalty Notice may be issued by the Local Authority where a holiday is taken but 'unauthorised' by school.

The Fixed Penalty Notice is £60 per parent per child if paid within 21 days or £120 per parent per child if paid within 28 days. For example, a family of two adults and two children would receive a Penalty Notice of £240 if paid within 21 days. This would increase to £480 if payment is not made within 21 days but paid between 22 and 28 days. Failure to pay will result in prosecution in the Magistrates Court.

From September 2015, all Maltby Learning Trust schools will apply to the Local Authority to issue a Fixed Penalty Notice where all of the following criteria are met:

- a pupil is taken on holiday during term time and misses 10 consecutive sessions (5 days)
- the absence is unauthorised
- the child's attendance is below the Local Authority average of 95.8% for primary schools and 94.5% for secondary schools.

There is an established and inextricable link between attendance and attainment and MLT is committed to improving attendance across the Trust in order to secure the best possible learning opportunities for all of our children and young people.

Should you require any further information please do not hesitate to contact either myself or MLT Attendance Officer, Jan Brown.

Yours sincerely

Mrs A Liversidge
Principal



Maltby Lilly Hall Academy

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