

# Attendance



**Good attendance at Shinewater Primary school is 96% and above.**

Children are expected to be in school for 190 days of the year, leaving 175 days for holidays. Rewards are given to all children with attendance of 96% or more.

96%

## Stage 1

A child whose attendance is 95% (181 days) for the academic year is absent for 9 days. At this stage letter 1 is sent home which highlights the importance of good attendance.

95%

## Stage 2

A child whose attendance is 93% for the academic year is absent for 13 days (two and a half school weeks). At this stage letter 2 is sent home which invites parents/carers to an attendance meeting so that a support plan can be formulated.

93%

## Stage 3

A child whose attendance is 90% for the academic year is absent for 19 days (four school weeks). At this stage letter 3 is sent home which invites parents/carers to a further attendance meeting. Where all supportive measures have been exhausted, a Formal Attendance Contract will be considered as well as the Fixed Penalty Notice pathway and multi-agency support.

90%

## Stage 4

A child whose attendance is 85% for the academic year is absent for 28 days (five and a half school weeks). At this stage letter 4 is sent home which explains that despite intervention, support or attempts to engage with parents/carers there has been no significant improvement in their child's attendance. The school are considering referring to ESCC Attendance Support Team for Level 2 Early Help Keywork or the Penalty Notice Pathway.

85%



# NEW GUIDANCE ON PENALTY NOTICE FINES FOR ATTENDANCE IN SCHOOL

As a school we are duty bound to inform parents of students who attend Shinewater Primary School of the following changes that started on 19th August 2024, for Penalty fines. Fines are a last resort and parents will be offered support to help improve their child's attendance first. We are always willing to discuss individual cases

<https://educationhub.blog.gov.uk/2024/08/19/fines-for-parents-for-taking-children-out-of-school-what-you>

## 'PER PARENT, PER CHILD'

Penalty Notice Fines are 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 (6 total)

### 5 CONSECUTIVE DAYS OF TERM TIME LEAVE...

Penalty Notice Fine will be issued for Term time leave of 5 or more consecutive days

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

### 1st Occasion

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

£160 per parent, per child within 28 days.

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

### 2nd Occasion

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

### 3rd Occasion

Within 3 Years

If a third (or subsequent) occasion is committed for Term time leave or irregular attendance, a Penalty Notice will not be issued, alternative action will be taken including consideration of prosecution at the Magistrates Court.