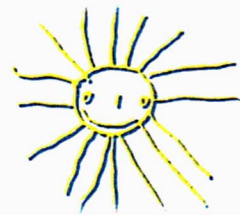


Netherton Moss Primary School

Excellence, Friendship, Respect



RE: Changes to Attendance

Dear Parent/Carer,

We are committed to ensuring that every child receives the best possible education and support here at Netherton Moss and that starts by ensuring children attend school every day. I want to take this opportunity to inform you about the changes the government has made to the law surrounding attendance at school and summarise our attendance policy for your convenience.

Introduction and Background: At Netherton Moss Primary School, we recognise that positive behaviour and good attendance are essential for pupils to get the most out of their school experience, including their attainment, wellbeing, and wider life chances.

Key points of our Attendance Policy:

Legal Responsibility: It's a legal requirement for parents to ensure their child receives an efficient, full-time education suitable to their age, aptitude, and any special educational need they may have. Once registered at school, children must attend regularly and on time.

Allowable Circumstances for Absence: Absences are only permitted in specific circumstances, such as illness or medical. Holidays in term-time can no longer be granted as authorised.

DfE Guidance: Our policy is based on the Department for Education's statutory guidance "Working together to improve school attendance".

Promoting Regular Attendance: We believe in developing good patterns of attendance and set high expectations for all our pupils from the outset. This is a central part of our school's vision, values, ethos, and day to day life.

Responsibilities:

Parents: Ensure your child attends school every day, provide two emergency contact numbers, notify the school on the first day of absence, and aim to make medical appointments outside school hours.

Pupils: Attend all lessons ready to learn and follow school procedures if arriving late.

Understanding Types of Absence:

Absences are classified as either authorised or unauthorised.

Authorised Absences: For genuine reasons such as illness or unavoidable medical appointments.

Unauthorised Absences: Include keeping children off school without good reason, arriving late without valid reasons, and taking holidays during term time without permission. Fines have increased to £80 per parent, per pupil if paid within the first 21 days. Please see the poster attached to this letter for more details about changes to fines in term time.

Persistent and Severe Absenteeism:

Persistent Absenteeism: Defined as missing 10% or more schooling across the school year.

Severe Absenteeism: Defined as missing 50% or more schooling.



Absence Procedures:

Parents should report daily absences via the phone on **0151 525 5026** or via the **Parent App**. Detailed procedures are in place for reporting and following up on absences.

Lateness:

Poor punctuality is not acceptable. Doors open at **8.40am**, the school day starts at **8.45am**, and gates close at **8.50am**. Registers close at **9.15am**, and arriving after this time without valid reasons will be marked as unauthorised absence – code **U**.

Next steps and Additional Information:

For more detailed information, please refer to the full **Attendance Policy** available on our school website or contact the school office.

Yours faithfully,

David Hird
Headteacher



Helping families to understand the changes for term time holidays

With the introduction of the new National Framework for Penalty Notices, the following changes have come into force for the Penalty Notice Fines issued for unauthorised holidays recorded by schools after 19th August 2024.

WHO MAY BE FINED?

Penalty Notice Fines are issued to each parent who allows their child to be absent from school.

For example: 3 siblings absent for term time leave, would result in each parent who allowed the holiday receiving 3 separate fines.

NATIONAL THRESHOLD

There will be a single consistent national threshold for when a penalty notice must be considered by all schools in England of **10 sessions (5 school days)** of unauthorised absence in a rolling 10 school week period.

These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence, including the **U code** (*late after registers*).

For example: a 5-day holiday would meet the national threshold. The 10-school week period can span different terms or school years.

HOLIDAYS IN TERM TIME

FIRST OFFENCE:

The first time a Penalty Notice is issued for an unauthorised term time holiday the fine amount will be:

£80 per parent, per child if paid within **21** days.
£160 if paid between **22-28** days.

SECOND OFFENCE: (Within 3 years)

The second time a Penalty Notice is issued for an unauthorised absence amount will be:

£160 per parent (*who allowed the holiday*) per child, payable within **28** days.

THIRD OFFENCE: (Within 3 years)

The third time an offence is committed a Penalty Notice is not issued. Cases may be presented before a Magistrate's Court. Prosecution may result in a criminal records and fines of up to **£2,500**.

Cases found guilty in Magistrate's Court can show on the parent's future DBS certificate due to 'failure to safeguard a child's education.'