



Beardall Fields Primary & Nursery School
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24th July 2024

Change to Attendance Guidance from DfE

Dear parents/carers,

Last week we finally received updated guidance from the LA with the changes to attendance announced by the DfE earlier this year. Due to the lateness of this advice arriving, we will not be able to update our full attendance policy until the autumn but we wanted to make you aware of some changes that will take effect from September 2024. **These changes are NOT being made by school but by the Department of Education and the Local Authority.**

- The first fine issued for absence will increase in cost to £160 (reduced to £80 if paid within the first 21 days).
- If a second fine is issued within a rolling three-year period (not academic year), the fine will be £160 and there is no reduction if it is paid promptly.
- If there is a third period of absence that would have been fined within the same three-year period, the case will be referred straight to court for prosecution – there is not an option to pay a penalty notice.
- School will no longer be allowed to authorise any term-time holidays. Exceptional circumstances are very limited and must be evidenced.
- Absences must be longer than 4 and a half days to trigger a fine.
- Monitoring periods have been lengthened to 10 weeks for attendance causing concern.
- After 15 days continuous absence for any reason (including illness) school must notify the Local Authority.

These changes will have to be applied to any holiday forms for next year that have already been submitted. If you need to change any holiday forms you have already submitted then please speak to the office or our Attendance Officer, Mrs Campsall. The rolling three-year period will not be back-dated to before September 2024.

We will be sending the new policy and a more detailed update in the autumn but if there are any questions in the meantime then please contact the office.

Yours faithfully
Miss K Collins
Head Teacher