

Are you thinking of taking your child out of school in term time?

New National Framework
for Penalty Notices





New National Framework for Penalty Notices

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

Who may be fined?

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

For example: Three siblings absent for term time leave, would result in each parent who allowed the holiday receiving three 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 (usually equivalent to five school days) of unauthorised absence within a rolling 10 school week period.

For example:

A five day holiday would meet the national threshold.

The 10-school week period can span different terms or school years.

First Offence

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

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

Second Offence (within 3 years)

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

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

Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed a Penalty Notice will not be issued and local authorities will need to consider other available measures to address the absence concerns. This may mean that cases are presented before a Magistrate's Court. Prosecution can result in criminal records and fines of **up to £2,500**.

Cases found guilty in the Magistrates' Court can show on the parent's future DBS certificate due to 'failure to secure a child's regular attendance'.

Part payments or payment plans are not available and fines must be paid in full within 21 or 28 days, at the rate specified within the Penalty Notice.

If you require more information, please contact the **Attendance Team** by emailing attendanceandinclusion@wolverhampton.gov.uk

You can get this information in large print, braille, audio or in another language by calling 01902 551155 or emailing translations@wolverhampton.gov.uk



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