

## Your Responsibility:

You have a legal duty to ensure your child receives a regular education at school or otherwise than at school, which will help give them the best possible chance of success in life.

If your child is of compulsory school age and registered at a school, but absent without good reason, the school may choose not to authorise any of those days.

This could result in the council taking action against you for each child absent, including:

- A fine (fixed penalty notice)
- Attendance Prosecution through the Magistrates' Courts which could lead to a fine of up to £2500 or a parenting order being issued.
- An Education Supervision Order (ESO) through the Family Courts.

Your child's school may apply for the council to issue a fixed penalty notice to you if:

- Your child goes on holiday or takes leave of absence for other reasons without permission
- Your child is frequently absent or late without a suitable explanation, or none is provided.

See back page for more information on penalty fines

### Attendance Matters



## Attendance Matters:

### Too ill to attend school?

Children can attend school with minor ailments (toothache, headache, stomach ache, cold, sore throat). If you are unsure how long your child should be absent with an illness, ask your child's school, GP or pharmacist for advice.

### Medical appointments

All routine appointments should be booked outside school hours. If your child is absent for medical reasons, your child's school may ask to see 'medical evidence' (e.g. copy of a prescription, medicine packaging with a label or appointment card). If you are unable to provide this, the school might not authorise the absence.

### Absence during term time

Your child must not be absent from school:

- For day trips / birthdays / holidays
- If weather is bad or you are running late
- To care for other family members
- Due to the illness of a parent or sibling.

The school will only authorise an absence in very exceptional circumstances, such as in the event of a family emergency.

### Reporting absences

It is a parent / carer's responsibility to notify school with the reason if their child will be absent.

[www.childrenscommissioner.gov.uk/backinto-school/resources-for-families/](http://www.childrenscommissioner.gov.uk/backinto-school/resources-for-families/)

## Every Minute Counts:

### Punctuality

Regularly arriving late to school is unsettling for your child and can have a negative impact on their engagement in school life.

Arriving late:

- Means they often miss the beginning of lessons and may miss key learning that hinders them to follow the rest of the class, affecting comprehension and retentions of learning.
- Can impact how they are seen by their peers. They may be perceived as unreliable or disorganised, which impacts their ability to form and maintain friendships.
- Can lead to feelings of stress and anxiety. This stress can build up over time and affect their overall well-being and attitude towards school. This can then lead to negative self-perceptions and a reduced sense of belonging within the school community.
- Can establish behavioural patterns that continue into adulthood, including habitual lateness in the workplace and affecting job performance and career prospects.

If your child arrives late, this will be marked in the register. If your child arrives very late, this may be recorded as unauthorised absence for the whole morning. Be sure you know the times the school marks pupils as late.



Every school day counts BUT every minute is equally important!

## Attendance:

### Persistent absence

Any child with attendance of 90% or below (regardless of the reason for any absences) is considered to be a persistent absentee by the government. This equates to missing 19 school days, 3.8 weeks and ½ a day of school every week.

### Do you know what your child's attendance percentage is?

If your child is persistently absent and causing a concern, the school might organise a meeting to find out what barriers there are impacting on your child's regular attendance and what support is needed to help improve attendance. This may result in the creation of an Improving Attendance Plan or referrals to services such as Family Help, who may be able to provide your family with additional support.

During this time, it is important for you to work with the school supporting the reasonable adjustments and strategies put in place by school.

Depending on the reasons for absence and the level of engagement a referral for prosecution may be made to Stockport Council.

### What do attendance figures actually mean?

|     |   |                                                                        |
|-----|---|------------------------------------------------------------------------|
| 95% | = | 47 LESSONS MISSED EACH YEAR<br>8 days in total or 1 week and 3 days    |
| 90% | = | 95 LESSONS MISSED EACH YEAR<br>16 days in total or 3 weeks and 1 day   |
| 85% | = | 142 LESSONS MISSED EACH YEAR<br>24 days in total or 4 weeks and 4 days |
| 80% | = | 190 LESSONS MISSED EACH YEAR<br>32 days in total or 6 weeks and 2 days |

Based on 190 school days and 5-6 lessons a day.

## Penalty Notice Fines

With the introduction of the new national Framework for Penalty Notices, the following changes will come into force after 19<sup>th</sup> August 2024.

### First Offence:

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

£160 per parents, per child within 28 days.  
Reduced to £80 per parent, per child if paid within 21 days.

### Second Offence:

The second time a Penalty Notice is issued for term time leave or unauthorised irregular attendance in relation to the same child the amount will be:

£160 per parent, per child paid within 28 days

### Third Offence and any further offences (within 3 years)

The third or subsequent time an offence is committed in relation to the same child for term time leave or unauthorised irregular attendance within three years of the first fine, a Penalty Notice will not be issued, and instead the case will be presented straight to the Magistrates' Court. Magistrates' Court fines can be up to £2500 per parent per child.

**MOMENTS  
MATTER,  
ATTENDANCE  
COUNTS.**



Stockport Council working together with schools to improve children's life chances through access to full-time education.