



Dear Parent/Carer,

### **Unauthorised Absence.**

As you may be aware from the press, over the summer holidays Rotherham MBC has changed their policy on when Fixed Penalty Notices (FPN) will be administered for unauthorised absences. This is in response to the Government concerns around attendance in schools dropping and the significant impact this could have on a child's education. These changes to the policy will impact on parents who take children out of school for holidays in term time or other reasons that aren't authorised by the school.

As a school, we have to refer parents for a FPN if the child's overall attendance is affected by the unauthorised absences taken. With the new policy, we have to refer when the child's attendance will be below 95.3% (National average) over the last 12 months, including the unauthorised period of time. Previously this percentage was lower.

95.3% attendance means that a child can not have missed more than 8 days within this time. This will mean that a lot of the families who request holidays in term time could be in danger of being referred for a FPN. The FPN is £60 per parent, per child if paid within 21 days. I believe it is important that parents have this information before making the decision to take their child out of school as there is now an increased chance that you will receive a FPN.

We had a lot of children last year who were below this percentage which is concerning for the school as it does mean they are missing quite a lot of learning time. Our attendance policy which is the same across all schools in our Learning Community states that term time holidays will not be authorised unless there are exceptional circumstances, and no absences will be authorised in July and September, and during National Testing periods. Please bear this in mind if you are considering taking your child out of school.

The full FPN code of conduct from the Council and our Attendance policy are available to view on our website.

Kind regards

Mrs Bradbury