

## INFORMATION FOR PARENTS AND CARERS

- The Law states that it is a parent/carers responsibility to ensure their child attends school regularly and on time. Failure to do so renders the parent/carer guilty of an offence.
- Compulsory school age is the term after a child turns 5 years old through to 16 years of age.
- Ideally a child's attendance should be above 96%.
- A child with attendance below 90% is deemed by the DfE as a persistently absent child.
- Parents/carers are expected to inform the school on the first day of absence to explain why their child is not in school. Should they fail to contact school and school are unable to contact them, the matter will be referred to their Education Welfare Officer (EWO) who may request a "Safe and well check" be conducted, on the grounds of safeguarding. **(In some instances this can involve the Police)**.
- A child's absence from school is either recorded as **authorised** or **unauthorised** by the school - **parents/carers do not authorise their child's absence, the school does**.
- School can request supporting evidence from parents/carers, in order for them to authorise a child's absence.
- School will discuss with and may refer cases where appropriate, to their EWO, should a child's attendance become a concern or drop below 95%.
- The regulations regarding holidays in term time changed on the 1<sup>st</sup> September 2013. These regulations prevent Head Teachers from authorising holidays in term time except in exceptional circumstances.
- Children are expected to attend school for **190 days** per academic year; the other **175 days** are spent at home with you 😊😊😊😊😊
- Legal action can be taken out against parents/carers if their child's absence is recorded as unauthorised. Action can be in the form of:  
**Penalty Notice** – which is a fine of £60 per parent, per child if paid within three weeks from date of issue. The cost doubles to £120 per parent, per child if paid in the fourth week. Payment is required in full. Failure to pay will result in prosecution through the Magistrates Court.  
**Prosecution** – which is through the Magistrates Court. The Court can impose a fine of up to £2500 and or 3 months' imprisonment. If found guilty the parent/carer will receive a criminal record.

## CONTACT DETAILS

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