



Penalty Notice Fines for Unauthorised Absence

Due to the new National Framework for Penalty Notices, the following changes will come into effect for Penalty Notice Fines issued after 19th August 2024.

5 days of unauthorised absence within a 10-week rolling period.

These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence.

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

The DfE does not consider a need or desire for a holiday or other absence for the purpose of leisure and recreation to be an exceptional circumstance.

First Offence

The first time a Penalty Notice is issued for unauthorised absence the amount will be £160 per parent, per child, paid within 28 days.

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

Second Offence

(within 3 years from the date of issue of first penalty notice)

The second time a Penalty Notice is issued for unauthorised absence the amount will be £160 per parent, per child, paid within 28 days.

Third Offence

(within 3 years from the date of issue of first penalty notice)

The third time an offence is committed for unauthorised absence, a penalty notice will not be issued, and the case will be presented straight to the Magistrates' Court. Prosecution can result in criminal records and fines of up to £2,500. Cases found guilty in the Magistrates' court may show on the parent's future DBS certificate due to a 'failure to safeguard a child's education'.