

Dear Parents and Carers,

At Bethany CE Junior School, we place great importance on regular and punctual attendance. We believe that being in school every day and arriving on time is essential for your child's learning, development, and overall success.

Good attendance supports effective learning and ensures continuity in the educational experience. It allows children to fully engage with their lessons, build strong friendships, and develop the social skills they'll need throughout life. Establishing a consistent attendance pattern also prepares them for the expectations of the workplace in the future.

Children in England and Wales **are legally required to attend school for 190 days out of 365 each year**. These days are divided into six periods across three terms. Families are provided with 13 weeks of school holidays, plus an additional 5 days when school is closed for staff training. This generous allocation of time away from school means that holidays should not be taken during term time.



We kindly ask for your continued support in ensuring your child attends school regularly and arrives on time each day. Together, we can help every child at Bethany Junior School reach their full potential.

Kind Regards

Mr Woodward
Headteacher

“I WANT TO GO ON HOLIDAY IN TERM TIME”

- You must inform the school of your plans.
- Leave in term time cannot be authorised, except in exceptional circumstances.
- A form must be collected from the school office.
- If your child misses 5 or more school days, you will receive a penalty notice fine:

For a 1st Offence £160

reduced to £80 if paid within 21 days.

FOR EVERY CHILD, A PENALTY IS GIVEN

- A single parent with three children:

£480

reduced to £240 if paid within 21 days.

FOR EVERY PARENT, A PENALTY IS GIVEN

- Each parent may be fined, whether living together or separated:

£320

reduced to £160 if paid within 21 days.

“WHAT IF I DECIDE TO GO ANYWAY? I WILL PAY A FINE, IT’S STILL CHEAPER”

- If you take another holiday within 3 years, the second fine is twice as severe.
- Second penalty notice: no discount for early payment.
- Third Offence: case goes straight to prosecution.

A magistrate may fine each parent £2,500 per child.

2ND TIME (WITHIN 3 YEARS)

Two parents with:

- 1 child = £320
- 2 children = £640
- 3 children = £960

No discount for early repayment

3RD TIME (WITHIN 3 YEARS)

Case goes straight to court

Two parents with:

- 1 child = up to £5,000
- 2 children = up to £10,000
- 3 children = up to £15,000

OTHER UNAUTHORISED ABSENCE

If your child is absent for 5 or more days (10 sessions) within 10 weeks, the school will consider prosecution. This is when we have received no reason for absence, the reason for absence is not accepted or school suspects a holiday has been taken. The penalty notices are the same as for holidays (outlined above). Schools must report this absence to the local authority.

Your child is considered persistently absent if their attendance drops below 90% (this is equivalent to more than 20 days off in a school year). Being persistently absent has a significant impact on how well children do in school. Frequent absence or consistent unauthorised absence is considered as a safeguarding concern and is logged as such.