

**MOMENTS
MATTER,
ATTENDANCE
COUNTS.**



COWLEY
INTERNATIONAL COLLEGE

Student attendance is important

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notices issued **after the 19th August 2024**.

Per parent, per child

Penalty Notice Fines will now be issued to **each parent**, for each child that was absent.

For example, 3 siblings absent for term time leave would result in each parent receiving 3 separate fines.

5 consecutive days of term time leave

Penalty Notice Fines will be issued for term time leave of 5 or more days.

10 sessions of unauthorised absence in a 10-week period

Penalty Notice Fines will be considered when there has been 10 sessions of unauthorised absences in a 10-week period.

First offence

The first time a Penalty Notice is issued for term time leave or irregular attendance, 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)

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

£160 per parent, per child, paid within 28 days.

Third offence and any further offences (within 3 years)

The third time an offence is committed for term time leave or irregular attendance, a Penalty Notice will not be issued and the case will be considered for prosecution in the Magistrates Court. Magistrates' fines can be up to £2500 per parent, per child.