



**Head Teacher: Mr. A. S. La Chapelle MSc.**

### **Information Regarding School Attendance 2015-16**

Government regulations surrounding attendance were changed from the start of September 2013. The allowance for an authorised discretionary 10 day holiday period was removed and replaced with allowance for authorised absence to be granted only in 'exceptional circumstances' and to be decided by the Headteacher. The forms for requesting 'Exceptional Leave' are available from the school office or downloaded from the web-site.

Following on from these changes in regulations from the DfE concerning holidays in term time further advice received from the DfE states:

*' Any pupil who has an attendance of 85% or less with at least 15 % ( 4.5 days) unauthorised absence over a 6 week period or 10 consecutive sessions (5 days) unauthorised absence will meet the criteria for legal intervention which could be in the form of a Fixed Penalty Notice. If a Fixed Penalty Notice is issued it is a fine of £60 per parent per child which must be paid in one payment in 21 days, if unpaid a further invoice for £60 per parent per child is issued, both individual invoices would then have to be paid making a total payment of £120 in 28 days. Failure to pay the total amount within the timescale will result in legal action being taken.'*

These changes emphasise the importance given to good school attendance and the link between this and children achieving maximum potential. Any pupil in St Augustine's who meets either criteria for a Fixed Penalty Notice may be referred to the Local Authority for action to be considered.

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