



Richard Durning's Endowed Primary School
Chorley Road
Bispham
L40 3SL

9th September 2024

Dear Parents,

I am writing to you because the Department for Education (DfE) have introduced new attendance guidance for schools for managing and supporting school attendance. They have also introduced a new National Framework for Penalty Notices and have amended the law. These changes came into effect from 19th August 2024 and all schools across the country are expected to follow the new statutory guidance. I would like to draw your attention to some of the key points below.

At Richard Durning's Endowed Primary School we aim for all children to achieve at least 96% for a full school year. There are clear links between low attendance and low attainment. If children are absent from school, they may miss key learning opportunities, resulting in gaps in their knowledge and understanding. This can significantly impact upon their learning and development. Absence from school, should only occur when a child is unfit to learn, where there is an exceptional circumstance, or when your child has a medical / dental appointment. Please note we are required to see evidence for all appointments in order for them to be authorised.

All holiday requests will be unauthorised unless there are real, exceptional circumstances. A request must be sought via the form on the school website and handed in to school well in advance of the holiday.

To provide consistency, the Government have introduced a new National Framework for schools and Local Authorities. All schools are now required to consider a fine when a child has missed 10 sessions (5 school days) for unauthorised reasons.

Fines are issued by the Local Authority and with effect from August 2024, the fine for school absences for each parent will be £80 if paid within 21 days, or £160 if paid within 28 days. Please see the attached letter for more information.

Please also note that if a child is late, after the register has closed, (9:25am or 1:30pm) this will also now be regarded as an unauthorised absence.

The attached policy gives parents more information and I ask all parents to read it, but I thought it would be helpful to point out the main points in a separate letter.

Many thanks for your support,

Best wishes,

Mrs Hodgson