

The Education Act 1996 requires parents to ensure their children of compulsory school age receive efficient full-time education.

The law says that parents/Carers whose children of compulsory school age are absent from school without good reason are committing offences.

The Local Education Authority can issue a fixed penalty notice for unauthorised absence.

A fixed penalty notice can be given for a student who has 10 unauthorised absences from school. Persistent lateness will be counted towards unauthorised absences.

If paid within 28 days, the fine is £60. If paid after 28 days, but within 42 days the penalty will be £120. If the penalty is not paid in full by the 43rd day, legal action can result.

You need to be aware that, although you may provide a reason for absence, it is the school which decides if the absence is recorded as authorised or unauthorised.

If you want to discuss this matter, please contact the school.

Arrangement for payment will be detailed on the penalty notice and the GCC website.

Non-payment of a penalty notice will trigger prosecution brought under Section 444 of the Education Act 1996. Further details are available in Gwynedd County Council's Local Code of Conduct.

If you fear your child has not attended school, please telephone the school immediately.

If you have ANY concerns about school attendance, please do not hesitate to contact the school or
Education Welfare Officer.

Contact with the EWO is through the school.

If you require information, please contact your Head teacher or

**Gwynedd Education Department,
Gwynedd Council, Caernarfon
LL55 1SH**

Telephone – 01766 771000

FIXED PENALTY NOTICES

**For unauthorised absence
from school**

*The greater the attendance
the greater the achievement*

“Punctual and regular school attendance is an essential requirement for successful learning from the time a child starts school.”



Holidays

In total there are 175 non-school days a year. This gives families the opportunity to:

- Spend time together
- Go on family visits and days out
- Go on holiday
- Go shopping
- Attend routine appointments

Students are not granted leave of absence unless there are exceptional circumstances.

Any such absence are at the discretion of the Headteacher.

Taking a holiday during term time seriously affects your child's attendance and in turn their attainment.

If an unauthorised holiday is taken, this may result in a Fixed Penalty Notice being served.

Attendance should be a priority. If there are any problems, please contact school immediately.

Attendance Facts

If your child attends school 100% they will be able to make the best of all the opportunities available to them.

Children who have very good attendance are more likely to gain 5 or more A-C GCSEs or equivalent qualifications.

91.1% attendance = missing 17 days of school in one year.

Missing 17 days a year also means dropping 1 GCSE grade (on average)

Children with poor attendance are less likely to gain 5 A* - C GCSEs.

82.1% attendance = missing 34 days of school in one year

Poor attendance will have a serious impact on education, work ethic and life chances.

A student who ends the school year on 90% attendance will have missed four complete weeks of school.

90% over 5 years at secondary school equates to half a school year.



Red Light
A serious loss of learning which is likely to have a detrimental effect on your child's Achievement and Life Chances.

Amber Light
Absent from the classroom for up to three weeks and the loss of a significant amount of education.

Green Light
Present for all lessons activities and social time

Wherever possible please make medical and dental appointments outside of school hours.