

We need to make you aware that significantly low attendance does have a real impact on pupil learning and development and that parents may **face a fine or legal action** where their child's attendance is significantly below the levels expected.

We fully appreciate that receiving this letter can be a shock for some parents. We want to reassure you that we are aware that there can be one or more genuine circumstances that have combined to contribute to this particular attendance rate and for many pupils, their attendance may well improve in the coming terms. However, if for any reason their attendance does not improve I will have no choice but to make a referral to the Local Authority Education Welfare Officer who will then take the appropriate action to ensure that attendance improves in line with the Education Act 1996. This states that.

Section 444(1) Education Act 1996 - If the child is absent without authorisation then the parent is guilty of an offence. This is a strict liability offence i.e. all that needs to be shown is a lack of regular attendance. Sanctions can include a fine of up to £1000.

Section 444(1A) Education Act 1996 - an aggravated offence. If the child is absent without authorisation and the parent knew about the child's absence and failed to act then the parent is guilty of an offence. Sanctions can include a fine of up to £2500 and a prison sentence of up to 3 months.

We are always happy to offer whatever help or support we can, and would therefore request that you contact the school office in order to arrange a suitable time to meet with me in order to discuss the attendance issues raised above should you wish to do so.

Thank you for your support in this matter.

Yours sincerely,

Martin Higgs
Headteacher