



BROUGHTON HALL CATHOLIC HIGH SCHOOL

Yew Tree Lane, West Derby, Liverpool L12 9HJ

Telephone: 0151-541 9440 Fax: 0151-259-8448

E-mail: schooloffice@broughtonhall.com

Internet: <http://www.broughtonhall.com>

Head Teacher: Mr G M Preston B.A. (Hons), NPQH, PGCE

16th October 2024

Dear Parents and Carers

Working Together to Improve School Attendance: Changes made to attendance fines

Following the recent updates to government guidance on attendance, there have been changes to the ways in which Broughton Hall is required to manage term time holidays.

The fine for taking a child out of school during term time has risen from £60 to £80 per child. If this fine is not paid in the first 21 days following the penalty notice, it will rise to £160.

All schools are now required to consider a fine when a child has missed 10 or more sessions (5 days) for unauthorised reasons, including a term time holiday. This will be doubled if it happens again within three years. Those with a third fine in a three-year period now face prosecution. There is no right to appeal a penalty notice.

Headteachers can only grant an authorised term time absence in exceptional circumstances, which are defined as one-off events that are unavoidable, such as health reasons, family bereavement, weddings, or funerals.

If you require help or further clarification to ensure that your child attends school regularly please contact Mrs D Kevan (School Attendance Officer) or Miss A Fowler (Family Liaison Officer), on 0151 541 9440, who are on hand to support pupils and families.

Yours faithfully

Mrs M R Grant

Deputy Head Teacher

