



02.09.24

Fixed Penalty Notices will be issued from September for 10 sessions (5 days) of unauthorised absences. As of the start of this academic year our school will be issuing fixed penalty notices, as part of the attendance strategy of Welsh Government and Torfaen County Borough Council.

Fixed Penalty notices can be issued under any of these circumstances:

- At least 10 sessions (5 school days) are lost due to unauthorised absence during the current academic year. These do not need to be consecutive.
- Unauthorised absences of at least 10 sessions (5 school days) due to holidays in term time or delayed return from extended holidays.
- Persistent late arrival at school, i.e. after the register has closed, in the current term. "Persistent" means at least 10 sessions of late arrival.
- Truancy, where the child has come to the attention of the Police or public during school hours for being absent from school, without an acceptable reason.

Payment of Fixed Penalty Notices

Arrangements for payment will be detailed on the Penalty Notice. Payment of a Fixed Penalty Notice discharges the parent's liability for the period in question and they cannot subsequently be prosecuted under other enforcement powers for the period covered by the Fixed Penalty Notice. If the Fixed Penalty Notice is paid within 28 days, the penalty payable is £60, or £120 if within 42 days. Payments will not be accepted from parents after 42 days has elapsed and cannot be paid either by instalments.

Non-Payment of Fixed Penalty Notices

Non-payment of a Fixed Penalty Notice will result in prosecution for the period covered by the Fixed Penalty Notice under Section 444 of the Education Act 1996.