



We Make A Difference

Headteacher
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SBC/SGI
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Dear Parents/Carers

IMPORTANT Please Read: Penalty Notice Fines for School Attendance from August 2024

Over the last few years Meadowhead School has seen significant improvement in attendance to school across all groups of learners and this is something that we are very proud of. The Department for Education (DfE) rightly places great emphasis on schools to improve and maintain high levels of attendance for their pupils, and reviews the statutory guidance it issues to schools on a regular basis.

The latest guidance from the DfE comes into effect from August 2024 and has some significant changes that affect how Local Authorities will issue penalty notices to parents when their child's attendance is of concern.

With the introduction of the new National Framework for Penalty Notices, all schools are required to consider a fine when a child has missed 10 or more sessions (5 days) for unauthorised absences. Whilst this has not been common practice at Meadowhead School, from August 2024 it is important that parents and carers understand how absences from school may result in a fine in the future.

The attached documents detail the changes that will come into force for Penalty Notice Fines issued after **19th August 2024**.

Please be aware that these changes are being implemented on a national basis across all schools and I ask that you take the time to read the documents carefully. We will be sharing the information with our students in assembly in the near future.

Should you have any questions or concerns, please contact our attendance team on 0114 2372723 Ext 670 or e-mail attendanceteam@meadowhead.sheffield.sch.uk

Yours faithfully,



Mrs K Grewal-Joy
Headteacher