

**Mark Carriline**  
**Executive Director of Children, Young People and Culture**



Our Ref SAT/PN  
Your Ref  
Date June 2017  
Please ask for Tracey Wright  
Direct Line 0161-253 5699  
E-mail [schoolattendanceteam@bury.gov.uk](mailto:schoolattendanceteam@bury.gov.uk)

Department for Children, Young  
People and Culture

Klare Rufo  
Assistant Director  
(Learning and Culture)

Dear Parent/Carer

## **PENALTY NOTICES**

As a consequence of the Isle of Wight case in May 2016 and the High Court decision, Bury Council made a policy decision at that time to suspend its School Attendance Penalty Notice System. However, this High Court ruling was overturned by the Supreme Court on 6<sup>th</sup> April 2017. As a result, I am writing to inform you that Bury Council is re-instating its School Attendance Penalty Notice System from September 2017.

In September 2013 changes to legislation meant that Head Teachers were unable to authorise Holidays in Term-Time unless for exceptional circumstances, evidence of which should be provided to the Head Teacher in the first instance. This legislation has not changed.

I must inform you that taking your child/children out of school when a holiday is not authorised, may mean you are issued with a Penalty Notice under Section 23 of the Anti Social Behaviour Act 2003, or face legal action under Section 444 (1) of the Education Act 1996.

Penalty Notices are issued **per parent per child** at £60 each if paid within 21 days rising to £120 each if paid within 28 days. Failure to pay a Penalty Notice will result in the Local Authority taking legal action against you under Section 444 (1) of the Education Act 1996. The maximum penalty for this offence is a fine of up to £1000 per parent per child.

Further details on the issuing of Penalty Notices for unauthorised absence from school can be accessed under **School Attendance** - [www.bury.gov.uk](http://www.bury.gov.uk)

Yours faithfully

A handwritten signature in black ink, appearing to read "M. Dennis", written over a horizontal line.

Mark Dennis  
Strategic Lead SEND, Inclusion and Integrated Youth Support

**Electronic or fax service of Legal documents is not accepted**

**3 Knowsley Place, Duke Street, Bury, BL9 0EJ**

[www.bury.gov.uk](http://www.bury.gov.uk)