



Diamond Hall Infant Academy, Well Street,
Sunderland SR4 6JF
Tel : 0191 564 0222
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Web Site : www.diamondhallinfantacademy.co.uk
Head Teacher : Mrs S Collingwood

17 July 2018

Dear Parent/Carer

Due to the unprecedented number of parents taking children out of school for holidays during term time, from September 2018 Diamond Hall Infant Academy will be following Sunderland Council's policy for Fixed Penalty Notice (FPN) fines. This is in line with many other schools. Things for parents to be aware of:

Fixed penalty notice fine of £60 PER PARENT;

Applies to 20 or more continuous absences – 10 days or more;

Applications must be made 4 weeks in advance of any request;

Routine medical appointments (dentist/doctor) to be taken outside of the school day;

Please see Diamond Hall Infant Academy website www.diamondhallinfantacademy.co.uk for the full policy (parents/attendance-absence information).

Yours faithfully
Mrs S Collingwood
Head Teacher



Vell Street, Millfield, Sunderland SR4 6JF

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Diamond Hall Infant Academy is an exempt charity.

It is a company limited by guarantee registered in England and Wales (Registered No 8565046) whose registered office address is as above.