



MANOR PARK CE (VC) FIRST SCHOOL

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DORCHESTER

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Inspiring all to learn and grow 

September 2017

Dear Parents/Carers

IMPORTANT INFORMATION REGARDING PENALTY CHARGES

This letter is to advise you about penalty charges being imposed by Dorset County Council (DCC). You may be aware of this as there was an article in the local press regarding this just before the summer holidays. DCC state that taking a child out of school during term time, without permission from the head teacher, could result in prosecution. Deborah Croney, Dorset County Council's Cabinet member for economy, education, learning and skills, said: "We are asking parents to consider the impact holidays taken during term time could have on your child's education."

If requested by the school, the DCC may issue a penalty notice of £60 (per child, per adult) for unauthorised absence. Any unpaid penalty notices after 21 days, will double to £120. If this remains unpaid, parents will be prosecuted in the magistrates' court. Information about school attendance is available at www.dorsetforyou.gov.uk.

At Manor Park we regularly monitor attendance and will talk to parents/carers and write to them if we are concerned about a child's attendance. If concerns continue after a monitoring period then the Dorset County Council (DCC) School Attendance Service will be made aware of the school's concerns and if no improvement is made, the family will be invited to attend an Attendance Panel.

The Attendance Panel can recommend several outcomes, which can include; a further period of close monitoring with specified targets for attendance; issuing a £60 Penalty Notice, a Parenting Order or seeking prosecution which could result in a fine of up to £1,000. The attendance process is designed to identify poor attendees quickly and address the issues that are affecting their attendance. When attendance improves, monitoring will continue for a period of time and, if it falls again, the Attendance Process will be resumed.



I am sure you are aware of the importance of good school attendance in improving a young person's chance of success in life and establishing positive attitudes to life-long learning. There is clear evidence of the link between poor attendance at school and low levels of achievement. If a child has an attendance level of 90% they will have missed one day a fortnight in school. Over a school year this will represent four weeks of absence. If this level of absence were maintained for a five year period it would mean half a school year would have been missed.

At Manor Park CE First School we are committed to ensuring the best for all our learners and we are working together with parents and carers to support children and families.

Thank you for your support in ensuring that your child(ren) have a good record of attendance, are happy and successful and benefit from their time in school.

Yours sincerely

Mrs M Pallister
Head Teacher

