



Autumn Term Newsletter 2

Friday 11th September 2026

Why School Attendance Counts (and What the Rules Say)

At Tealby School, we know every school day helps your child grow—academically, socially, and emotionally.

Under the School Attendance Regulations,

<https://www.gov.uk/government/publications/working-together-to-improve-school-attendance>

our record-keeping and attendance practices are more precise than ever.

Here's what that means for you and your child:

1. Registers: we take both morning and afternoon attendance registers electronically, using updated national codes for every absence.

2. Absence Explained—Let Us Know

If your child is unwell, your message is usually sufficient to authorise their absence. Medical evidence is only requested in rare cases.

4. Permissions: Only

Absences like family holidays or special events require prior approval and permission will only be granted in exceptional circumstances. The headteacher will use the statutory guidance to

1 I'm a parent and I want to take my child out of school for a half or full day.

Any absence must be recorded on an absence request form. The form enables us to communicate whether an absence will be authorised or unauthorised. Holiday requests will not be authorised. If your child will miss 5 school days, they will be given a penalty notice fine. The fine is £80 per parent, per child, if you pay it in 21 days, otherwise it is £160.

For each child a penalty is given...

1 child	+£80
2 children	+£80 +£80
3 children	+£80 +£80 +£80
4 children & 1 parent	= £320

Doubled to £640 if not paid in 21 days

For a family of 2 parents & 2 children

1 child	+£80
2 children	+£80

£160 x2 = £320

Doubled to £640 if not paid in 21 days

What happens if school suspects children are actually on holiday?

Photos on Facebook? Foreign mobile dial tone? Other children talking about your holiday? Amazing sun tan? Home visit shows no-one at home?

Please don't be offended if we ask for evidence or mention these questions to you. We're required to do this to ensure a fair system!

2 What about subsequent absences? Is it still the same penalty amount?

No, not anymore. If in any period of not more than 3 years, your child has a 2nd and 3rd leave of absence OR pattern of irregular attendance, which is unauthorised then...

2nd TIME
2 parents and...
1 child = £320
2 children = £640
3 children = £960
4 children = £1280
NO DISCOUNT FOR EARLY PAYMENT

3rd TIME
A penalty notice fine will not be given. Instead, your case will be taken forward for prosecution. A magistrate can fine each parent £2500 for each child.
1 parent & 2 children = £5,000
2 parents and 2 children = £10,000

3 What about irregular attendance? Could I get a penalty notice?

If your child is absent (or late after registers) for 10 or more sessions in 10 weeks, and their absences are unauthorised, then the school is required to issue penalty notices / prosecution.

PENALTY!

So, half a day here and day there could all add up to 10 sessions in 10 weeks (across years or terms). If unauthorised, then it would be a penalty notice. Remember, 1 day is 2 sessions (morning and afternoon).

4 What are typical reasons given that **won't** be authorised?

Examples of unauthorised absences

A family member or child's birthday	Sickness of parent or sibling
Shopping for uniforms	Sibling's school closed
Inadequate clothing for school	Refusing to attend, but able to
Child being used as a carer	Poor family organisation
Problems with transport	Family holidays
Visiting relatives abroad	No absence request completed
	Non-essential appointments

Where attendance is irregular, or historically poor, sickness absences may be unauthorised unless medical confirmation by a GP surgery is given.

approve or decline.

5. Data-Sharing for Support and Safeguarding:

We have to share absence data with our local authority and the DfE—if a pupil misses 10 consecutive sessions (5 school days) or

has frequent unexplained unauthorised absences Lincolnshire County Council will likely issue a Penalty Notice.

6. Penalty Notices & Consequences

From August 2024, fines for unauthorised absences increased to £80 if paid within 21 days, rising to £160 if paid later, and each parent is capped at two such fines within three years.

Persistent absence may lead to fines up to £2,500, parenting orders, or court action

Please see our website for a larger version or more information

Who is feeling PROUD this week?

Be proud of yourself

Charlotte passed stage 5 swimming

last week – what a brilliant achievement!



She also won two rosettes for her horse-riding - well done!



Bea and Leo won one of each



prize for vegetables and the Tealby garden and produce show – how amazing!



Sienna won the Golden Ticket for Ideal Meal's Competition this week – well done and congratulations!

Please keep sharing your children's proud moments for our weekly newsletter highlights!



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SAFEGUARDING

UPDATES:

For any SAFEGUARDING matters you may have please email safeguarding@tealby.lincs.sch.uk – this is monitored by our Designated Safeguarding Lead DSL (Mrs Humberstone and our two Deputy DSLs (Mrs Haslam and Miss Brown).

The end of the school day: just a reminder that parents will not be able to wait in the playground until the gate is opened at 3pm.

Thank you as always for supporting our commitment to keeping children safe.



Thursday 24th September	Class 4: Online Safety Workshop in school
Thursday 1st October	Forest School Y5
Wednesday 7th October	Flu Vaccinations
Thursday 8th October	Forest School Y5
Monday 12th and Wednesday 14th October	Parents Evening
Thursday 15th October	Forest School Y5
Thursday 1st October	Forest School Y5
Friday 23rd October	Harvest Festival at Tealby Church
Friday 23rd October	Break up for Half-term
Monday 2nd November	Back to School
Thursday 5th November	Gardening afternoon and Annual Bonfire event
Thursday 12th November	Forest School Y4
Friday 13th November	Children in Need – Non uniform and donations on the school gate
Thursday 19th November	Forest School Y4
Thursday 26th November	Forest School Y4
Thursday 3rd December	Forest School Y4
Tuesday 8th December	Nativity at the church YR/1/2 All welcome 2pm
Tuesday 15th December	Christmas Party Day
Wednesday 16th December	Whole School Pantomime Trip: Cinderella
Friday 18th December	Carols at Tealby Church 2pm All welcome
Friday 18th December	End of Term



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