



Sirius Academy North
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 www.siriusacademynorth.org.uk

Date
 M
 Address
 Hull
 HU

Dear <PARENT>

STUDENT:

<STUDENT> has recently had 10 unauthorised absences (5 days). Absence is only authorised in exceptional circumstances or when medical evidence is provided. To prevent their attendance dropping further, the Academy will offer extra support.

1. They will be placed on Attendance Monitoring for 2 weeks (100% attendance target)
 2. Students and parents will complete an ATTEND framework questionnaire to identify the main barriers to regular attendance. Analysis of the findings will lead to realistic support being offered by the Academy
 3. A meeting will be held with the parents of monitored students
- The 2-week Attendance Monitoring period will start <DATE>

Failure to engage with the Academy or achieve 100% attendance whilst on Attendance Monitoring risks the formal procedures below.

5 DAYS UNAUTHORISED ABSENCE (ABSENCE)
NEW NATIONAL FRAMEWORK FOR PENALTY NOTICES (AUGUST 2024)
 The cost of the first fine is now £160, per child

The fines for unauthorised absence (holidays + absence) will increase each time. Parents can now face legal action three times in a three-year period.

STAGE ONE
 Fine One* £160.
 £80 if paid within three weeks

STAGE TWO
 Fine Two* £160.
 No option to reduce the fine by paying early

STAGE THREE
 Fine Three*
 Legal proceedings initiated.
 Potential for a £2500 fine.

**Please be aware that the fines above will be issued to both sets of parents.*

As an Academy, we want to work with parents and students to ensure they achieve 95%+ attendance to allow them to boost their self-esteem, academic outcomes and Post 16 options.

Yours sincerely

Mr Rust
 Assistant Vice Principal

Head of School: Ian Ravenscroft

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 Registered office: Sirius Academy, 296 Anlaby Park Road South, Hull HU4 7JB



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