Brampton Primary School
School Board Lane
Chesterfield
Derbyshire
S40 1DD

Tel: 01246 232817
enquiries@brampton.derbyshire.sch.uk
Brampton Primary School - Home

8 September 2025

Dear Parent/Carer

School Attendance Update 2025

The Government amended their policies regarding School Attendance in the summer of 2024. Further information outlining these changes are attached with this letter on Class Dojo and can be found on the school website.

Our school policy regarding leave of absence requests is as follows:

- Parents/Carers who wish to take children out of school for any reason should make their request to the Headteacher. The appropriate form can be collected from the website or downloaded from our website.
- This request should be made at least two weeks prior to the date of the absence
- Each request will be judged individually for exceptional circumstances. A holiday is not classed as exceptional circumstances.
- Once a decision has been made, you will receive a letter notifying you whether the absence has been authorised or not.
- If you decide to take your child(ren) out of school if the absence has not been authorised, the school is obliged to informed Derbyshire County Council of the absence.

A brief overview of the new penalty notice fines for school attendance (either term time leave or irregular attendance) is below:

First Offence

£160 per parent, per child paid within 28 days – reduced to £80, per parent, per child, if paid within 21 days

Second Offence (within 3 years)

£160 per parent, per child paid within 28 days

Third and any further Offences (within 3 years)

A penalty notice will not be issued and the case will be presented straight to the Magistrates Court. These fines can be up to £2500 per parent, per child.

If you have concerns around your child's attendance, please speak to your child's teacher or Miss Hodges.

Yours sincerely,

SJ Spyve

Mrs S J Spyve, Headteacher

Headteacher: Mrs Samantha Spyve Assistant Headteachers: Miss Kirsty Litchfield, Mrs Kate Young
SENDCo: Mrs Sarah Vallance Business Manager: Mrs Karen Myers Chair of Governors: Mr Nigel Saul
Safeguarding: Mrs Samantha Spyve, Mrs Karen Hodges, Miss Kirsty Litchfield, Mrs Kate Young, Mr Nigel Saul