

16/05/2022

Dear Parent/Carer

**Re: Absence from school**

At Oasis Academy Hadley we are committed to securing the very best outcomes for all our children. When our children are present at school every day, they can make the most of the great learning experiences. They will develop important skills and knowledge for future success.

With this in mind, I would like to remind you of the importance of sending your child to school every day, on time and please think carefully before you decide to keep your child at home when it may not be necessary.

The policy at Oasis Academy Hadley, is not to grant leave from school unless your child is sick or in very exceptional circumstances. If your child is absent from school in the coming months, you may be liable for a Penalty Notice. This is a fine applied for by the Academy and issued by the Local Authority.

The Penalty Notice fine is £60 per parent, per child if paid if you pay within 21 days (this includes weekends). This will increase to £120 per parent, per child if you do not pay within 21 days but do pay within 28 days. The 28<sup>th</sup> day starts from the date issued as shown on your invoice. If the payment of the fine is not made within the time limits, the case may result in prosecution under the Education Act 1996 for the original offence of failing to ensure your child attends school regularly.

It is also important to note that if your child is taken out of school during term time without permission, their registered place at Hadley may be terminated, and you will have to re-apply for another school place on your return.

If you would like to discuss this matter further, please contact me on the number below or by email: [Shouab.mehmood@oasishadley.org](mailto:Shouab.mehmood@oasishadley.org).

Yours sincerely



Mr Mehmoood  
Assistant Principal