



Friday 28th November

Halwin Headlines

The highlight of this week was our termly Wellbeing Wednesday, giving everyone a chance to pause and reset before the Christmas excitement begins. We took full advantage of our beautiful location with a wellbeing walk and a hot chocolate stop, followed by extra time outdoors to enjoy the fresh air and connect with nature while learning new skills in Forest School. The afternoon brought calming yoga sessions and creative art activities. Well done to all Halwin children for continuing to embrace new challenges and making the most of every opportunity. We hope these experiences help them build a toolkit of strategies to support their wellbeing now and in the future.

A reminder that the school Christmas performance will take place on Wednesday 10th December in the school hall at 6pm, with children arriving at 5.45pm. All children have an important part to play and have already begun practising. We would really appreciate your support in helping them learn their lines at home. Kingfishers are invited to wear Christmas party clothes (suitable for dancing) or Christmas jumpers, while Robins will be provided with costumes in school; we will let you know if any additional items are needed. Thank you to everyone who has entered the competition to design a poster to advertise the Christmas performance. If you have not yet handed in your entry, please do so by Wednesday 3rd December.

The Christmas postbox is now open in the front lobby for children's Christmas cards. All cards will be distributed on the final day of term, and we will hold a special card-sharing morning where the prefects will empty the postbox and deliver the cards.

Our supply agency, Zen, is running its annual Christmas Card Design Competition once again. We have had prize winners at Halwin for the past two years, so we are keen to encourage children to take part. Prizes include games for pupils and Amazon vouchers for the school. The template can be found in the newsletter, or a printed sheet can be collected from Mrs Gee.

We are also looking forward to our first sponsored Santa Run on Friday, kindly organised by the Friends of Halwin as part of their fundraising for our pupils. Children are invited to wear Christmas outfits and trainers. Thank you for the generous donations we have already received. Sponsorship can be made online at <https://gofund.me/165b120a2>.

Finally, we are pleased to share that Crofty Education Trust has appointed Cathryn Andrews to succeed Simon Hague as CEO when he steps down at the end of this academic year.

Thank you for your continued support, and have a wonderful weekend.



Get in touch

You can contact us via phone or email.

01209 860329

halwinsecretary@croftymat.org

Wrap-Around Care Link

<https://forms.gle/1nTgZG2vmaasPac37>

Attendance

We aim for all our children to have at least 97% attendance throughout the year.

Overall attendance for this week was 94.05%

See below for the attendance for each class last week.

Robins: 96.99%

Kingfishers: 92.27%



Next weeks lunch is **week 2**




Confidence Aspiration Resilience Enjoyment

Halwin Heroes



Confidence **Aspiration** Resilience Enjoyment

| | |
|---|------------------|
|  | Star of the Week |
| Robins | Hudson |
| Kingfishers | Poppy |

| | |
|-------------------|---------|
| Confidence | Faith |
| Aspiration | Stanley |
| Resilience | Ethan |
| Enjoyment | Mason |

Team Points

| | | |
|----|--------|-----|
| 49 | Blue | 263 |
| 57 | Red | 216 |
| 50 | Green | 202 |
| 63 | Yellow | 264 |



Maths-**Whizz**®

Hall of Fame

Robins: Aimée

Kingfishers: Amelia, Mason, Harry, Eli,
Kai Marley, Ina

Whizz of the Week

Kai



Halwin Primary School Reads!



In this school year, students have read...

213 Books

2,091,393 Words

for **15** minutes/day!

(individual student average)

RENAISSANCE

Accelerated Reader®

Diary Dates



| | |
|---------------------|--|
| Monday 1st December | Trinity Church visit |
| Thursday 4th Dec | Dance Workshop 2 |
| Friday 5th December | FOH Sponsored Santa Run FOH Christmas Fayre 3.15pm—4.30pm |
| Monday 8th December | FOH Elfridges |
| Wednesday 10th Dec | Christmas Performance 6pm |
| Tuesday 16th Dec | Kingfishers—Pantomime at Helston CC |
| Wednesday 17th Dec | Christmas Lunch & Christmas Jumper Day |
| Thursday 18th Dec | End of Term treat—Inflatable Snow Globe |
| Friday 19th Dec | Break for Christmas |
| Monday 5th Jan | INSET DAY |
| Tuesday 6th Jan | Return to School |
| Monday 12th Jan | Robins Trip to Helston Library |
| Wednesday 4th Feb | Wellbeing Wednesday Swimming - Robins fun session |
| Friday 6th Feb | Parent Assembly |
| Thursday 12th Feb | Farm and Country Roadshow |
| Friday 13th Feb | Whole School visit to Trebah Gardens |
| w/c 16th Feb | Half Term |
| Monday 23rd Feb | INSET DAY |
| Tuesday 24th Feb | Return to School |

Diary Dates



| | |
|----------------------|---|
| Wednesday 25th Feb | Swimming starts for Y3/4 (5 sessions during Spring 2) |
| Thursday 5th March | World Book Day |
| Tuesday 10th March | Y5/6 Careers Event @ Helston CC |
| w/c 23rd March | Parents Evenings |
| Wednesday 11th March | First Lego League @Culdrose |
| Wednesday 25th March | Wellbeing Wednesday Swimming - Robins fun session |
| Tuesday 31st March | Songfest 2026—Kingfishers |
| Thursday 2nd April | End of Term |
| Monday 20th April | Return to School |
| Wednesday 22nd April | KS2 trip to King Edward Mine |
| Wednesday 29th April | KS2 Hall for Cornwall |



Christmas Challenge

**Design a poster to advertise
our Christmas Performance**

Design must include:
Halwin Christmas Performance
Date: Wednesday 10th
December 6pm
Location: Halwin School Hall
Refreshments available

**Your poster must be on A4 paper.
Avoid drawing too close to the edge
of the paper as it makes it difficult to
scan the poster to share.**

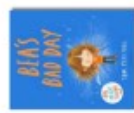
Ten to Try! Top books for... Preschool (ages 3-4)



Dotzy Doughnut
Monoko Abe



One in a Million
Smriti Halls & Nita Aye



Bee's Bad Day
Tom Percival



The Twirly Wiggly Dance
Farrah Riaz & Nayya Raju



A Hat Full of Sea
Maudie Smith & Jen Nkharu



Animal Crackers
Ruby Wright



Building a Home
Polly Faber & Kira Fallien



Peace at Last
Jill Murphy



Poo in the Zoo
Steve Smallman & Ada Grey



Ready for Spaghetti
Michael Rosen & Polly Dunbar



Browse our full booklist of
50 Recommended Reads for Preschool
at www.booksfortopics.com/preschool

For more primary school booklists, visit booksfortopics.com

Ten to Try! Top books for... Reception (ages 4-5)



Picopaco
Mecculere & Mojca Novak



Martha Maps It Out
Leigh Hodgkinson



Meet the Mubbles
Liz Pichon



A First Book of Dinosaurs
Simon Mole & Matt Hunt



Elmer
David McKee



Farah Loves Mangos
Sarbakh Sinha



Super Duper You
Sophy Henn



Donut Touch
Seb Dawy & Alex Willmore



The Amazing Mrs Peppercot
Ali Prosen & Hilda Offen



Priya Mistry and the Paw Prints Puzzle
Babita Sharma & Ali Pye



Browse our full booklist of
50 Recommended Reads for Reception
at www.booksfortopics.com/reception

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Ten to Try! Top books for... Year 1 (ages 5-6)



Gruff Justice
Ross Montgomery & Marisa Morea



Fantastic Mr Fox
Roald Dahl & Quentin Blake



The Dinosaur Next Door
David Litchfield



The Great Henna Party
Humera Malik & Sonali Zohra



Pandas Who Promised
Rachel Bright & Jim Field



I Can Only Draw Worms
Will Mabbitt



Big Book of Boats
Luogo comune



Funnybones
Janet & Allan Altaberg



A Whale of a Time
Lou Peacock & Matt Hunt



Me and My Hair
Kimberley Kinloch, Jessica Gibson & Sandra Becker



Browse our full booklist of
50 Recommended Reads for Year 1
at www.booksfortopics.com/year-1

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Ten to Try! Top books for... Year 2 (ages 6-7)



What's the Actually Factually Difference?
Jane Wilshire & Liz Kay



Marge in Charge
Isla Fisher & Eglantine Coulamans



Pippi Longstocking
Astrid Lindgren & Lauren Child



An Emotional Menagerie
The School of Life



The Duck Never Blinks
Alex Latimer



Nettie Choc-Ice, Penguin Explorer
Jeremy Strong & Jamie Smith



Magic Faces: Heroes of the Pirate Ship
Esi Merleth & Abbeha Tariq



The Emerald Forest
Catherine Ward & Karin Littlewood



Rajiv's Starry Feelings
Niall Moorjani & Nanette Regan



IF I Were Prime Minister
Tygw Staug & Ella Ockstad



Browse our full booklist of
50 Recommended Reads for Year 2
at www.booksfortopics.com/year-2

For more primary school booklists, visit booksfortopics.com

Ten to Try! Top books for...

Year 3 (ages 7-8)



The Iron Man
Ted Hughes & Chris Noonan



The Great Crisp Robbery
Pamela Butchart & Thomas Flintham



Out of This World
Michael Rosen & Ed Vere



Mermaids' Diary
Chris Riddell



The Street Beneath My Feet
Charlotte Guillian & Yuwei Zommer



An Otter Called Pebble
Helen Peters & Ellie Snowdon



Nihit and Jay: Off to India
Chitra Soundar & Soofiya



Supa Nova
Chante Timothy



Adoette
Lydia Monks



Kate on the Case
Hannah Peck



Browse our full booklist of
50 Recommended Reads for Year 3
at www.booksfortopics.com/year-3

For more primary school booklists, visit booksfortopics.com

Books for topics

Ten to Try! Top books for...

Year 4 (ages 8-9)



The Wonder Brothers
Frank Cottrell Boyce & Steven Lenton



Cobweb
Michael Morpurgo & Michael Foreman



The Snowman Code
Simon Stephenson



Open Wide!
Letticia Diamante & Ed J. Brown



The Piano at the Station
Helen Rutter & Elissa Paganelli



The Queen's Nose
Dick King Smith



Auntie Medusa and Me
Marie Basting



The Beanstalk Murder
P.G. Bell



Bunny vs Monkey
Jamie Smart



Clarice Bean: Smile
Lauren Child



Browse our full booklist of
50 Recommended Reads for Year 4
at www.booksfortopics.com/year-4

For more primary school booklists, visit booksfortopics.com

Books for topics

Ten to Try! Top books for...

Year 5 (ages 9-10)



Little Light
Coral Rumble



Anna at War
Helen Peters



Me and My Brian
Helen Rutter & Claudia Petrazzi



Hamza's Wild World
Hamza Yassin & Louise Fershaw



The House with Chicken Legs
Sophie Anderson, Melissa Custrillon & Elissa Paganelli



Pinch Perkins and the Midsummer Curse
Cathy Fitzgerald



Land of the Last Wildcat
Lul Sit & David Dean



Dexter Proctor the 10-Year-Old Doctor
Adam Kay & Henry Parker



El Deaf
Cece Bell



Real-Life Mysteries
Susan Martinano



Browse our full booklist of
50 Recommended Reads for Year 5
at www.booksfortopics.com/year-5

For more primary school booklists, visit booksfortopics.com

Books for topics

Ten to Try! Top books for...

Year 6 (ages 10-11)



I Am Wolf
Alastair Chisholm



Pig Heart Boy
Malorie Blackman



The Explorer
Katherine Rundell



When Stars Are Scattered
Victoria Jamieson, Omar Mohamed & Iman Gaddy



Tom's Midnight Garden
Philippa Pearce



People Like Stars
Patrice Lawrence



The Extremely Embarrassing Life of Lottie Brooks
Katie Kirby



Rebel Heart
Ally Sherrick



Insectarium
Dave Goulson & Emily Carter



Zak Monroe is (not) My Friend
Simon Pegg



Browse our full booklist of
50 Recommended Reads for Year 6
at www.booksfortopics.com/year-6

For more primary school booklists, visit booksfortopics.com

Halwin Celebrations



Halwin Celebrations



Following our morning outdoor activities, the children enjoyed a relaxing yoga session and Christmas card making in the afternoon



WEEK 2

W/C: 10/11/2025, 01/12/2025, 12/01/2026, 02/02/2026, 23/02/2026, 16/03/2026

| | | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|-------------|---|---|---|---|---|---|
| HOT DISHES | OPTION 1 | Macaroni Cheese V | Pork Sausages with Mashed Potatoes and Gravy | Roast Chicken with Roast Potatoes and Gravy | BBQ Chicken with Rainbow Rice | Battered Pollock with Chips |
| | | OR | OR | OR | OR | OR |
| | OPTION 2 | Veggie Burrito with Wholegrain Rice V Oily Fish | Vegetarian Sausage with Mashed Potatoes and Gravy V | Veggie Shepherd's Pie with Gravy V Oily Fish | Cheese and Tomato Pizza with Garlic Bread or Pasta Salad | Veggie Fingers with Chips V |
| | | OR | OR | OR | OR | OR |
| | OPTION 3 | Tomato Pasta Fresh, homemade Tomato Sauce with Penne Pasta V | Tomato Pasta Fresh, homemade Tomato Sauce with Penne Pasta V | Tomato Pasta Fresh, homemade Tomato Sauce with Penne Pasta V | Tomato Pasta Fresh, homemade Tomato Sauce with Penne Pasta V | Tomato Pasta Fresh, homemade Tomato Sauce with Penne Pasta V |
| | | | | | | |
| | HOT DISHES ARE SERVED WITH TWO VEGETABLES AND FRESHLY BAKED BREAD | | | | | |
| | OPTION 4 | Cheese and Tomato Wrap V | Tuna Wrap | Ham Wrap | Cheese and Tomato Wrap V | Ham Wrap |
| | | OR | OR | OR | OR | OR |
| DELI DISHES | OPTION 5 | Egg Mayonnaise Sandwich V | Ham Sandwich | Cheese Sandwich V | Tuna Mayonnaise Sandwich | Cheese Sandwich V |
| | DELI DISHES ARE SERVED WITH MIXED SALAD | | | | | |
| DESSERT | | Chocolate Caramel Crunch | Flapjack V | Chocolate Brownie V | Apple and Golden Syrup Sponge with Custard V | Chocolate Cookie V |



BAKED POTATOES SERVED DAILY

With a choice of toppings V O



AVAILABLE DAILY

Fresh fruit, salad, yoghurt and water

V Vegetarian V Vegan O Oily Fish O Wholegrain F Fruity! N Nutritionist's Choice

Our menu is subject to change. Please be assured that all notified medical diets and allergy requirements will be safely catered for.



TOP TIPS FOR MATHS AT HOME

EVERYDAY MATHS

- Count together: steps, stairs, cars, fruit — anything!
- Spot numbers: on doors, clocks, receipts, or buses.
- Compare and estimate: "Which pile looks bigger?", "Will it fit?"
- Talk about time: use clocks, timers, and daily routines.
- Shopping maths: ask your child to find prices, count coins, or compare costs.
- Cooking and baking: measure, weigh, and talk about halves, quarters, and sharing.

FUN AND GAMES

- Play board games, dominoes, or card games to practise counting and adding.
- Roll dice and add or subtract numbers.
- Build towers or patterns with LEGO or blocks — talk about height, size, and shape.
- Try maths apps, online maths games and songs



bbc.co.uk/supermovers

REMEMBER

Little and often is best!
Short, playful maths moments help your child see that maths is useful, fun, and all around us. Praise effort and thinking, not just right answers.



Want to play drums?



Learn your favourite songs!

**SCAN ME TO
SIGN UP!**



Fun lessons from beginner to pro!

Lessons available now!

More information visit: www.cmst.co.uk/music-lessons

Festive Holiday Club

Monday 29th December

9:30 – 3:30

£35 per child

- 🔥 campfire snack
- 🏠 den building
- 🐞 flora and fauna ID
- 🔪 real tool use
- 🎨 woodland craft
- ★ child led play

Join us on



@cornwallsnatureplayground



naturesplayground@hotmail.com



HELSTON TOWN BAND
THE SNOWMAN

The Film, The Music, The Magic - Live!



**A FESTIVE FIRST HALF OF SEASONAL FAVOURITES,
WITH GUEST PERFORMANCES FROM CHARLOTTE LAITY**



**FOLLOWED BY THE SNOWMAN
ON THE BIG SCREEN, WITH LIVE MUSIC
FROM HELSTON TOWN BAND**

**2PM & 6PM TUES 23 DECEMBER 2025
PRINCESS PAVILION, FALMOUTH**

TICKETS NOW AVAILABLE | WWW.HELSTONTOWNBAND.CO.UK

**HELSTON
RAILWAY**

Christmas Trains



Santa Train Dates (December 2025)
6th, 7th, 13th, 14th, 20th, 21st, 22nd

Santa Train Times
10:00, 11:30, 15:00

Train of Light Time
17:30



Ticket Prices
Adult £10
Child £11.50
Under 5 years £5

Child and under 5 prices include
present from Santa!

visit www.helstonrailway.co.uk



Pop up Food Hub

See our Facebook Page

Helston

Pre-Order Only – payment on the day

Last order 4 days prior to event

To guarantee your bundle please contact

Debbie on 07880 835 331

For £30, which helps to keep the charity running, you will receive a trolley load containing:

Tea or coffee
Pasta or rice
A selection of tins and cereal
Bag/box of Crisps
A box of pasties or pies
A bag of frozen items
A bag of fresh fruit/veg
A bag of household toiletries
Bread/rolls/cakes
Pet Food
Other extra items as available



All welcome. No referral needed

We look forward to seeing you there

Remember to bring a trolley or plenty of strong bags

Saturday 13th December 10:00 – 11:00

Please use the link to book or scan the QR code

<https://forms.office.com/e/MgmBfCGVaw>

Devon & Cornwall Food Action
PRE-ORDER Form



Attendance



Attendance

The updated attendance policy is available on the school website: <https://halwin.croftymat.org/>

| There are 175 non-school days in a year and 190 school days each year. | | | | | | |
|--|--|--------------------|--|--|--|--------------------|
| Absence in terms of days | 190 school days in each year | 7 days absence | 10 days absence | 19 days absence | 28 days absence | 47 days absence |
| | 190 days for your child's education | 183 days in school | 180 days in school | 171 days in school and the equivalent of a month not in school that year | 162 days in school If it 85% each year, your child is missing the equivalent of a year of education over their time at primary school | 143 days in school |
| percentage | 100% | 96% | 95% | 90% | 85% | 75% |
| | Good -Best chance of success -Gets your child off to a flying start -Helps their confidence, social development as well as their academic progress -Over 97% is considered excellent attendance | | Some Concern -Harder for your child to make progress -School starts tracking your child's attendance closely, <u>Medical</u> evidence may be required to authorise further absences linked to illness | | Worrying -Your child is now classified as a 'persistent absentee' - Education Welfare Officer involvement is likely | |
| | | | | | Serious Concern -Having a significant impact on your child's education and well-being -Legal Action may be taken | |

Attendance



School doors open at 8.40am and registration is taken at 8.45am. Children who arrive after the registration period has closed (9.05am) may be recorded with an unauthorised absence mark for the morning session.

The Government does not support parents taking children out of school, unless the school agrees this is appropriate under 'exceptional circumstances'. The DfE does not consider a need/desire for a holiday or other absence for the purpose of leisure/recreation to be an exceptional circumstance. If you consider that your request for absence is exceptional you will need to complete the 'Leave of Absence Exceptional Circumstances' request form. Letters will not be accepted. This form should be returned to the school office at least 15 school days before the start of the absence. A response will be sent to you as soon as possible. If leave is not authorised and you nevertheless withdraw your child from school, the absence will be recorded as unauthorised absence. There is now a national threshold of 10 unauthorised sessions (equivalent to 5 school days) within a rolling 10 school week period for when a penalty notice must be considered. Under the new rules, taking your child out of school for a one-week holiday will now mean that a penalty notice must be considered. Please note the legal information below:

If your child is absent from school without authorisation, you will be committing an offence under the Education Act 1996. We may submit a request to Cornwall Council for a Penalty Notice to be issued, in accordance with Sections 444A and 444B of the said Act. Penalty Notices are issued per liable parent, per child and each carry a fine of £80 if paid within 21 days or £160 if paid after this but within 28 days.

If your child is further absent from school without authorisation within any 3-year period, you will be committing a further offence under the Education Act 1996. We may submit a request to Cornwall Council for a Penalty Notice to be issued, in accordance with Sections 444A and 444B of the said Act. Penalty Notices for a second offence are issued per liable parent, per child and each carry a fine of £160, payable within 28 days.

Importantly, fines per parent will be capped to two fines within any three-year period. Once this limit has been reached, other action such as a parenting order or prosecution will be considered.

Failure to pay the Penalty Notice may also result in legal action. If you are prosecuted and attend court because your child has not been attending school, you could get a fine of up to £2,500. Cornwall Council may also apply for the costs incurred in taking the matter to Court, including legal costs.

Absence not authorised by the school may also result in a prosecution in the Magistrates' Court under Section 444(1) or Section 444(1A) of the Education Act 1996, leading to a fine of up to £2,500 and/or a custodial sentence. Again, Cornwall Council may also apply for the costs incurred in taking the matter to Court, including legal costs.

Money raised from fines is only used by the local authority to cover the costs of administering the system, and to fund attendance support. Any extra money is returned to the government.

'Parent' as set out in Section 576 of the Education Act 1996, defines parent to include: natural parents, whether they are married or not; any person or body who has parental responsibility for a child (as defined by the Children Act 1989) and; any person who, although not a natural parent, has care of a child. Having care of a child means a person with whom a child lives and who looks after a child, irrespective of what their relationship is with said child.

How is a Penalty Notice paid?

Penalty notices can be paid by card by calling the office on 01872 324201. If the 21st/ 28th day for payment falls on a weekend or bank holiday, payment will be accepted at the same rate on the following working day.

What happens if a Penalty Notice is not paid?

If a Penalty Notice is not paid within the 28 days of issue (as per the dates listed on the Penalty Notice), Cornwall Council will progress the matter to the Magistrates' Court, for the offence of failing to ensure regular attendance, NOT for failure to pay the fine.

If found guilty:

- under section 444(1), it can result in the parent being fined up to £1000
- under section 444(1A), it can result in the parent being fined up to £2,500 and/or receiving a custodial sentence of up to 3 months

Cornwall Council may also apply for costs incurred in taking the matter to court.

Contact us

Education Welfare Service, New County Hall, Treyew Road, Truro, TR1 3AY

educationwelfare@cornwall.gov.uk

01872 324298

If you would like this information in another format or language please contact:

Cornwall Council, County Hall,
Treyew Road, Truro, TR1 3AY

e: customerservices@cornwall.gov.uk

t: 0300 1234 100



Sept 2024 jn5-4975
Photo © iStockphoto.com



Together
for Families

Penalty Notices

A guide to Education Welfare Services for parents and carers



www.cornwall.gov.uk/togetherforfamilies

What is a Penalty Notice?

A penalty notice is a fine that can be issued under section 444A and section 444B of the Education Act 1996. The fine is issued per parent, per child for:

- Leave of absence of 10 school sessions/5 days or more within any rolling 10 school week* period during term time, without authorisation from the school. This can include unauthorised absence for a holiday.
- Unauthorised absence of 10 or more sessions/5 days within any rolling 10 school week* period where a parent fails to provide an explanation for the absence, or where an explanation is provided but the school consider it insufficient to authorise the absence.
- Unauthorised lateness of 10 school sessions within any rolling 10 school week* period, whereby a child arrives at school after the registers have closed.

NB a penalty notice can be issued for any combination of the above reasons where there are 10 sessions/5 school days or more of unauthorised absence within any rolling 10 school week period. The unauthorised absence can be consecutive or non-consecutive and can span over two terms (including between academic years).

Or when

- A pupil is observed in a public place during school hours in the first five school days of a period of exclusion from school, without reasonable justification.

* a school week is any week in which a school meets at least once.

Who can be issued with a Penalty Notice?

Parents and carers of a child can be issued with a Penalty Notice. The definition of a 'parent' as set out in section 576 of the Education Act 1996: By virtue of this section 'parent' includes: all natural parents, whether they are married or not; any person or body who has parental responsibility for a child (as defined by the Children Act 1989) and any person who, although not a natural parent, has care of a child. Having care of a child means a person who lives with and looks after a child, irrespective of what their relationship is with said child.

How much is a Penalty Notice fine?

As of the 19th of August 2024, a penalty notice is £80 if paid within 21 days. If the fine is not paid in 21 days, it will rise to £160 if paid within 28 days of being issued.

If a second penalty notice is issued to the same parent for the same child within a three-year rolling period, the fine will automatically rise to £160 with no option to pay the lower rate of £80.

If a parent then commits a third offence in a three-year rolling period, Cornwall Council will need to consider other enforcement options available. This could include prosecution under section 444(1) or section 444(1A) of the Education Act 1996. If found guilty a parent would receive a criminal record and substantial fine.

Penalty Notices are issued per parent, per child.

Therefore, if there are two parents and two children, the fines will total £320 if paid within 21 days or £640 if paid after 21 days but within 28 days (or for a second offence).

Can a Penalty Notice be paid in instalments?

No. Penalty Notices must be paid in full, within the designated dates. However, if a parent has more than one child and is therefore issued with more than one fine, they can pay the fines separately if they wish.

Who is responsible for issuing Penalty Notices?

It is a Headteacher's decision whether or not to authorise an absence and, if their decision is not to authorise, they have the right to request a Penalty Notice in line with their attendance policy process. Cornwall Council's role is to check that the evidence submitted is compliant with Cornwall Council's Code of Conduct for Education Related Penalty Notices and, if so, to issue as appropriate.

Can a parent appeal a Penalty Notice?

There is no statutory right of appeal once a Penalty Notice has been issued. If you believe that the Penalty Notice should not have been issued, you should make contact with the school or academy that your child attends at your very earliest convenience after receiving the Penalty Notice. If you wish to discuss the Penalty Notice procedure, you can contact Cornwall Council's Education Welfare Service on **01872 324298**, or email educationwelfare@cornwall.gov.uk