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Date:

OFFICIAL WARNING LETTER
EDUCATION ACT 1996
CHILDREN ACT 1989

Dear

The very irregular attendance of your child, a registered pupil at School has been reported to the Local Authority. A parent or carer's duty is to ensure that their children attend school regularly and punctually as outlined in Section 7 of the Education Act 1996, which states that "*the parent of every child of compulsory school age shall cause him to receive efficient full-time education suitable to his age, ability and aptitude and to any special educational needs he may have either by regular attendance at school or otherwise*".

The attendance has been confirmed as being contrary to the provisions of this act. I must therefore warn you that unless there is an immediate and sustained improvement in 's attendance, legal proceedings may be instigated against you, as the person with parental responsibility, under Section 444 of the Education Act 1996.

Subject to the provisions of these Sections of the Act, any person guilty of an offence shall be liable, on summary conviction, to a fine of up to £2,500 (two thousand, five hundred pounds), and/or a possibility of imprisonment for up to 3 months.

Under the Police and Criminal Evidence Act 1984, I must therefore inform you that:
"You do not have to say anything. But it may harm your defence if you do not mention when questioned something you later rely on in court. Anything you do say may be given in evidence".

Application may also be made for to be directed to the Family Court, which may result in your child being made the subject of an Education Supervision Order under the Children's Act 1989. Such an order suspends certain parental rights with regard to the education of their children.

Yours sincerely

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日期：.....

正式警告信

1996 年教育法令 (Education Act 1996)

1989 年兒童法令 (Children Act 1989)

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貴子弟是.....學校的註冊學生。校方已向地方當局報告他/她經常缺課的情況。如 1996 年教育法令第 7 條所述，家長或照料人有責任確保子女定時和準時上學，該條例訂明 *“所有屬於強制性教育適齡兒童的家長，都必須以透過定時上學或其他方式，讓子女接受適合其年齡、能力和資質，及可能有的任何特殊教育需要的有效全日制教育。”*

貴子弟缺課的次數已被確定為違反了這項法令的條款。因此，我必須警告你，根據 1996 年教育法令第 444 條，由於你是負有父母親責任的人士，除非.....上學的情況有即時和持續的改善，否則我們可能會對你採取法律行動。

根據這項法令的條款，任何被裁定罪名成立的人士，一經簡易程序被定罪後，可被判罰款最高達 £2,500 (二千五百英鎊)，及/或可被判監禁最長為 3 個月。

根據 1984 年警方及刑事證據法令 (Police and Criminal Evidence Act 1984)，我必須通知你：
“你無須說任何話。但如果當你被盤問時沒有說出任何你日後在法庭上會依賴的事情，這可能會對你的辯護有不利影響。你所說的任何說話都可能會作為證供。”

此外，我們可能會申請將轉介到家庭法庭，而根據 1989 年兒童法令，你的子女可能會因而受到教育監督令 (Education Supervision Order) 監管。這類監督令暫時中止父母親對其子女教育的某些權利。

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