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Student Attendance Management Plan: 2026 and Beyond

This plan outlines our commitment to working with whānau to ensure our students thrive through regular school attendance. Our goal is to meet the Government's target of **80% of students attending school regularly** (defined as being at school more than 90% of the time).

1. Why Attendance Matters

Regular attendance is fundamental for a child's learning, progress, and overall well-being. Students who attend school regularly have a **good chance of success**. Conversely, absent students frequently may find it hard or very hard to make progress.

2. Legal Obligations

- **School Boards:** Starting from Term 1, 2026, all school boards are required to have a formal plan to work with whānau to ensure the 80% regular attendance target is met.
- **Parents/Guardians:** You have a legal obligation to ensure your child attends school every day they are able.
- **Prosecution:** The Stepped Attendance Response (STAR) framework includes the possibility of school-led or Ministry-led prosecution if attendance does not improve after appropriate supports have been offered and not taken up.

3. How to Report an Absence

Parents/guardians must maintain open communication with the school.

- **Immediate Notification:** Please contact the school office as soon as possible to provide a reason for any absence.
- **Medical Evidence:** For absences related to illness or medical reasons (which accounted for 49% of absences in early 2025), please provide relevant documentation when requested.

4. Communication Framework: The STAR Model

We use the **Stepped Attendance Response (STAR)** framework to provide a clear, tiered process for responding to absences.

Level	Absence Threshold (Per Term)	School Communication & Actions
GOOD	Less than 5 days	Regular attendance updates, reporting to parents, and notification of every absence.
WORRYING	Up to 10 days	Formal notification sent to parents; meeting/contact to discuss reasons for absence.
CONCERNING	Up to 15 days	Escalated formal notification; meeting to collaborate on a formal support plan.
SERIOUS CONCERN	15 days or more	Warning notice issued; escalation to a multi-agency response; possible prosecution or unenrolment.

5. What You Can Do at Home

- **Build Routines:** Reinforce good attendance habits and positive daily routines.
- **Support Learning:** If your child is absent, support them in catching up on missed learning.
- **Engage Early:** If you notice barriers to your child attending school, engage with the supports offered by the school, such as our counsellor or second-hand uniform shop.
- **Collaborate:** Attend scheduled meetings to analyse reasons for absence and help implement strategies at home.