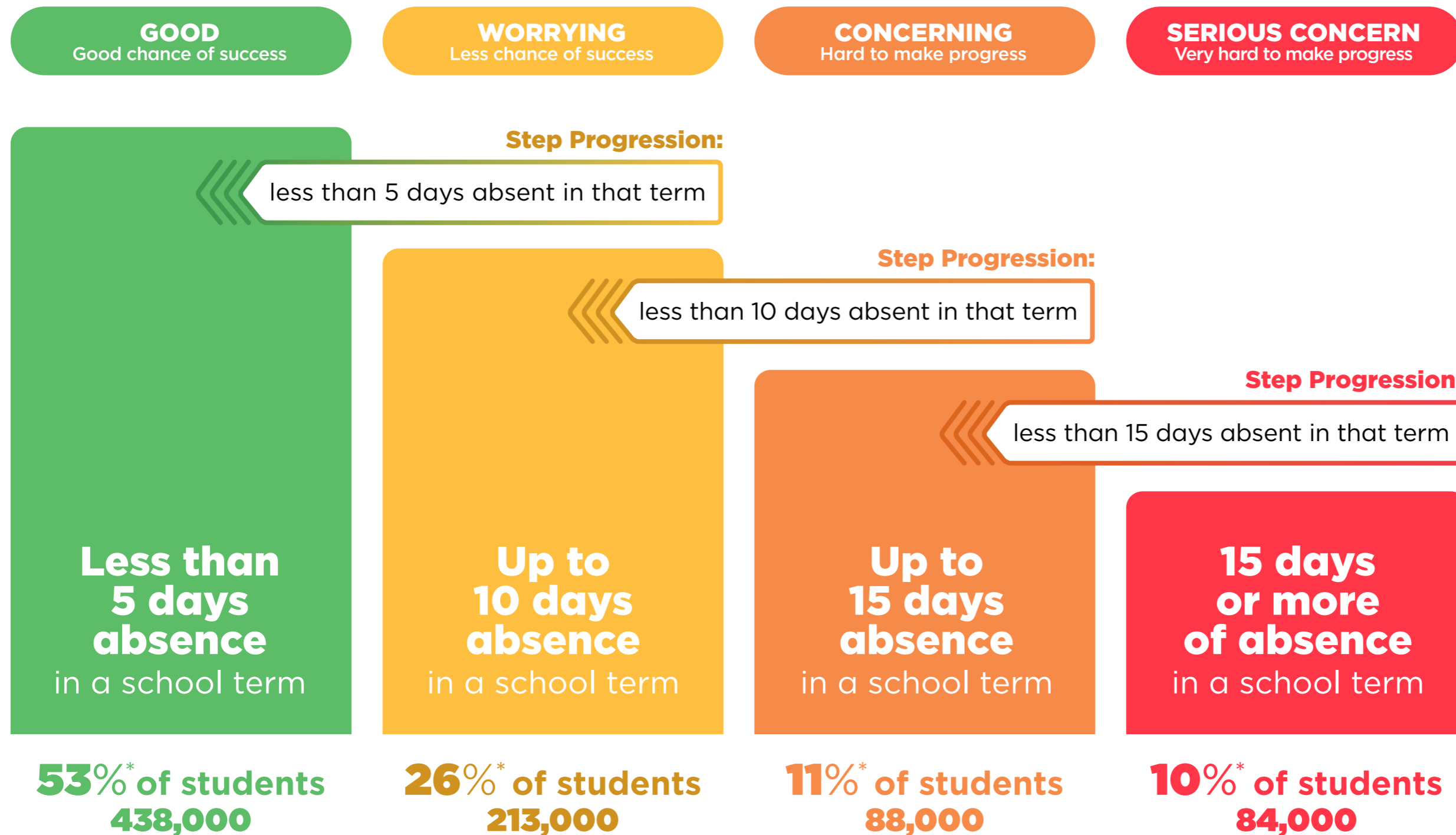


# Stepped Attendance Response – STAR

## Responding to all absences

The Government's target is for **80%** of students to attend regularly, that is to attend school more than **90%** of the time.



\* These approximate numbers of students are based on the numbers of students in the regular attendance categories in Term 2 2024.

# Stepped Attendance Response – STAR

## Responding to all absences

### Day-to-day operations

#### Schools:

- Assess attendance history of new students
- Survey students and parents to support effective teaching practice and engagement
- School Leadership and Boards actively minimise disruptions to the school day and week e.g. parent/teacher meetings held after school

#### Ministry of Education:

- Convene termly meetings for leaders from local schools and relevant agencies to discuss students with serious attendance concerns where a multi-agency response is required
- Prepares templated materials for schools to adapt and use to promote or respond to attendance
- Provide attendance data reports for individual schools and Kāhui Ako
- Provide schools with a regularly updated list of agencies that schools can work with to support students
- Contract supports and services that are effective at returning students to regular attendance (e.g. Attendance Service)

### Less than 5 days absence in a school term

#### PARENTS/GUARDIANS

Ensure attendance:

- Encourage good attendance habits
- Support other parents to encourage good attendance habits
- Open communication with school
- Follow school attendance management plan and associated policies and processes

#### SCHOOLS

- Clear communication to parents on attendance expectations on enrolment, at the start of school year, and each term
- Communicate to parents what steps the school will take in the event their child is absent from school
- Communicate good attendance habits to students and parents
- Monitor attendance
- Communicate to parents about every absence
- Maintain contact details of parents
- Provide students with regular updates on their own attendance
- Report regularly to parents on attendance of their child
- Support students getting to school
- Use school level approaches to promote good social and learning environment

#### MINISTRY OF EDUCATION

- Monitor that schools have their attendance policy and attendance management plan on website and it is reviewed as required
- Monitor aggregate data and attendance patterns to identify challenges and opportunities at regional and national levels
- Maintain regular contact with schools and support policy development and interventions/supports
- Support schools to be inclusive and safe

**53%\* of students. 438,000**

### Up to 10 days absence in a school term

#### PARENTS/GUARDIANS

- Return student to regular attendance
- Contact school to discuss reasons for absence
- Support student to catch up on missed learning
- Engage in supports offered

#### SCHOOLS

- Send formal notification and contact parent/guardian to discuss reasons for absence
- Support students to catch up missed learning where required
- Use in-school resources as appropriate to remove barriers e.g. counselor, 2nd hand uniform shop, PB4L

#### MINISTRY OF EDUCATION

- Support school with formal notification where required

**26%\* of students. 213,000**

Plus  
previous  
responses



# Stepped Attendance Response – STAR

## Responding to all absences

### Up to 15 days absence in a school term

#### PARENTS/GUARDIANS

- Return student to regular attendance
- Attend meeting at the school to diagnose reason for absence and to collaborate on a support plan
- Implement strategies at home

#### SCHOOLS

- Send escalated formal notification to parents
- Hold meeting to diagnose reason for absence and to collaborate on a support plan
- Develop and implement a plan tailored to the diagnosis and circumstances around the child's absence
- Use in-school resources as appropriate to remove barriers and request support from Ministry or other agencies as needed

#### MINISTRY OF EDUCATION

- Identify schools with a significant proportion of students at amber level and offer additional support
- Facilitate multi-agency response and support school to implement and monitor improvement plan
- Promote resources and services to support schools to return students to regular attendance
- Identify and respond to localised barriers
- Monitor regional interventions
- Facilitate involvement of other agencies
- Reprioritise regional support resources to where most needed/effective
- Develop new initiatives/policies if needed
- Support parent/guardian and school to resolve conflict if needed

11%\* of students. 88,000

Plus  
previous  
responses



### 15 days or more absence in a school term

#### PARENTS/GUARDIANS

- Return student to regular attendance
- Engage in improvement plan
- Participate in regular meetings

#### SCHOOLS

- Send warning notice and make contact to arrange meeting with parents
- Escalate to multi-agency response
- Participate in multi-agency response
- Implement and monitor improvement plan

#### MINISTRY OF EDUCATION

- Identify schools with a significant proportion of students at red level and offer additional support
- Facilitate multi-agency response and support school to implement and monitor improvement plan
- Provide direct support to parents where required
- Coordinate regional response where required
- Consider system-wide initiatives for high-risk attendance
- Undertake Ministry-led prosecution if supports are offered and not taken up
- Support schools to undertake school-led prosecution as and when requested by schools

10%\* of students. 84,000

Plus  
previous  
responses

