

# Dargaville High School

## ATTENDANCE PLAN 2026



### IF A STUDENT IS ABSENT FOR MULTIPLE DAYS, WITHOUT EXPLANATION

**1-2 days**

- Whānau teacher contact home
- Update KAMAR

**3 days**

- Student Engagement Officer may carry out a home visit
- Updated in KAMAR

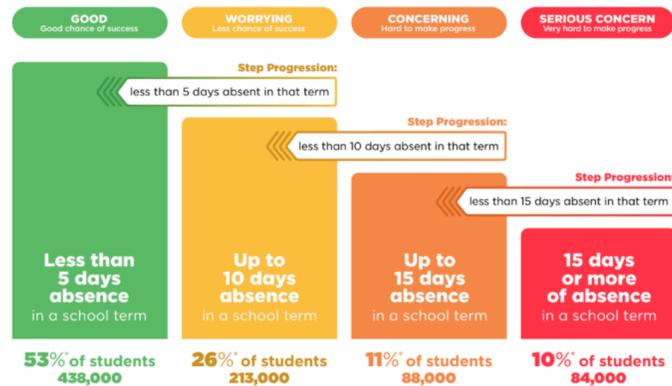
**0 - 4.5 days absent is Yellow Threshold in STAR**



#### 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.



### ATTENDANCE TRACKING BEGINS

**5 days**

#### STAR INTERVENTION STEP 1 ON KAMAR

- YLD will make contact
- Attendance Letter will be sent
- Student Engagement Officer may carry out a home visit

**5 - 9.5 days absent is Yellow Threshold in STAR**



**10 days**

#### STAR INTERVENTION STEP 2 ON KAMAR

- YLD will make contact
- Attendance Letter will be sent
- Whānau meeting to be held

**10 - 14.5 days absent is Orange Threshold in STAR**



**15 days**

#### STAR INTERVENTION STEP 3 ON KAMAR

- YLD will make contact
- Attendance Letter will be sent
- Whānau meeting to be held
- Referred to Northable (external agency)

**15 + days absent is Red Threshold in STAR**



**20 days**

- If a student is absent for 20 consecutive school days without explanation, the Ministry requires the school to remove the student from the roll.
- We will make every effort to work with whānau to prevent this from happening.
- Prosecution is a last resort and only considered when all support has been exhausted.

We understand that attendance challenges can be linked to:

- Anxiety & wellbeing concerns
- Transport difficulties
- Uniform challenges
- Learning difficulties
- Family circumstances

Support may include:

- Counselling or pastoral care
- Academic catch-up support
- Attendance plans
- Attendance services
- External agency involvement
- Reintegration plans

If you have concerns about your child's attendance, please contact:

- Your child's whānau teacher
- Your child's Year Level Dean
- Student Engagement Officers
- School Office (office@darghigh.school.nz)



# Stepped Attendance Response – STAR

## Responding to all absences

**GOOD**  
Good chance of success

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

### Parents / Guardians/ Whānau

- Ensure akonga attends every days they are able
- Reinforce good attendance habits
- Maintain open communication with the school
- Follow the school attendance management plan and associated policies and processes
- Notify absence reasons

### Dargaville High School

- Whānau teacher establishes and clearly communicates good attendance habits to akonga and whānau at the start of the year, and each term (via KAMAR email)
- WT discusses absence concerns with the student
- WT monitor attendance and update
- WT change ?to T with no valid explanation provided.
- WT notes concerns in pastoral record in KAMAR
- Provide students with regular updates on their own attendance.
- Use school level approaches to promote good social and learning environment
  - Consider changes that could support the learner?
  - What are possible challenges affecting attendance?
- Report regularly to parents on attendance of their akonga, if patterns or concerns arise

**WORRYING**  
Less chance of success

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

### Parents / Guardians/ Whānau

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

Plus previous responses



### Dargaville High School

- YLD sends formal notification via email to contact whānau to discuss reasons for absence
- YLD note attendance concern in KAMAR and shared steps taken so far.
- Information shared with teachers, so steps can be taken to ensure success in classes.
- Use in-school resources as appropriate to remove barriers
  - Consider changes that could support the learner?
  - What are possible challenges affecting attendance?
- YLD contact whānau to discuss attendance concerns and establish expectations and agreed changes.
- Support student on missed learning where required.
- Attendance guidelines - 5x medical absence (consecutive) may require a medical certificate to validate. Attendance changed.
- SEOs to carry out a home visit

**CONCERNING**  
Hard to make progress

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

### Parents / Guardians/ Whānau

- Return student to regular attendance
- Attend meeting at the school to analyse reasons for absences and to collaborate on a support plan
- Implement strategies at home
- Notify absence reasons

Plus previous responses



### Dargaville High School

- YLD sends formal notification (via email) to contact whānau and notify DP.
- SEOs may carry out a home visit.
- Whānau hui to be held to analyse reasons for absence and to collaborate a support plan
- Develop and implement a plan tailored to the reasons and circumstances around the absences.
- Improvement target made (of at least 20%) set at hui for over a 4 week period; monitored and communicated via engagement contract.
- Attendance strategy and target noted in KAMAR.
- Use in-school resources as appropriate to remove barriers
  - Other agencies may be implemented as needed.

**SERIOUS CONCERN**  
Very hard to make progress

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

### Parents / Guardians/ Whānau

- Return student to regular attendance
- Attend meeting at the school to analyse reasons
- Engage in hui and commit to an improvement plan
- Participate in regular meetings
- Notify absence reasons

Plus previous responses



### Dargaville High School

- Referral made to Northable to engage an attendance mentor for the student
- DP to send notice of potential removal from roll from DHS.
- DP to notify MoE as they may require direct support to whānau where required - also consider dual enrolment.
- Attendance contract, monitor improvement plan for 4 further weeks with a target of 20% improvement.
- DP will remove students from roll who will not be returning from school

# 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**.

**GOOD**  
Good chance of success

**WORRYING**  
Less chance of success

**CONCERNING**  
Hard to make progress

**SERIOUS CONCERN**  
Very hard to make progress

### Step Progression:

less than 5 days absent in that term

### Step Progression:

less than 10 days absent in that term

### Step Progression:

less than 15 days absent in that term

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

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

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

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

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

**11%\*** of students  
**88,000**

**15 days or more of absence**  
in a school term

**10%\*** of students  
**84,000**

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