



TE PAEPAE O AOTEA

Kia eke atu ki Taupaenui o te tangata

Newsletter – 29 November 2024

Kia ora e te whānau

Attendance has been a hot topic of conversation across New Zealand lately, and rightly so. We know that students who attend school 90% of the time or more, have better success at school and are better prepared for work or further study when they leave school.

We have all heard the reasons why student attendance is important, and this week, our school-wide data confirmed its significance once again. The junior curriculum team shared with me the progress of our students over the past year. Our students were placed into one of four categories: Accelerated Progress, Expected Progress, Progress but Not Enough, and Negative Shift. We will share the full data next week in our end-of-year newsletter, but today we want to highlight two key points.

Firstly, it is amazing to see that across Mathematics, Reading Comprehension and Reading Vocabulary, 59% of our students showed Accelerated Progress. This is a phenomenal achievement for our students and teachers and supports our decision to have structured and deliberate teaching of foundational skills (literacy and numeracy) every morning while our students are fresh and energised. However, on further inspection of this data, we discovered that most students who had a Negative Shift have attendance concerns and do not attend school regularly.

The Ministry of Education has announced changes to attendance, and today I would like to highlight some of these changes:

1. **New Attendance Codes:** Click [here](#) to see them.
2. **A Revised Attendance Code Decision Tree:** This can be found later in the newsletter. This Code Tree has been simplified from the previous version and includes attendance code descriptions.
3. **The Introduction of STAR (Stepped Attendance Response):** This resource provides guidance to schools and communities to address every absence early. A copy of this resource can be found later in this newsletter.
4. **Daily Attendance Data Sharing:** Attendance data will now be shared daily with the Ministry of Education (currently done weekly).

What these changes mean for us as a school and community is that from 2025 there will be greater focus on attendance. You can expect to hear from our staff earlier and more often if your child is not attending school. We will continue to celebrate those who attend school 90% of the time or more, just as we did in our school assembly today.

One of our Year 10 students, Hazel Reynolds, has worked alongside businesses in our community on an attendance initiative. We had some fantastic local businesses come on board and donate and they are listed later in this newsletter. All students in the school with over 90% attendance went into the draw to win 12 meat hampers for their families. Well done, Hazel, for your organisation and passion in getting this initiative up and running. A huge congratulations to all our students eligible for the 90% draw. We know these meat packs will be appreciated by students and their families. We cannot thank our local businesses enough for their support.

There is a lot of new information on attendance and a new color-coded system, but what remains the same is the fact that data gets recorded to the Ministry in half days. This can be a bit tricky to understand. The simple version is that students must attend at least two (2) hours before midday and at least 2 hours after midday to be counted as attending school each day. In our setting, that means whānau and Block 1 both need to be attended to count for the first half of the day. Block 2 and 3 both need to be attended to count for the second half of the day.

We will continue to talk about attendance with you in 2025 as this is something we need to work on collaboratively. Communication is key to ensure we all have a good understanding of when and why our young people should be at school so they can engage in their learning.

Ngā mihi
Rachel Williams
Tumuaki



Attendance Code Decision Tree



Attendance Code Descriptions

Present for ½ day calculations

P Present

Student is present in class. This includes supervised dual tuition with Te Kura.

L Late to class

Student is late to class. Schools set the threshold for lateness (e.g. 10 minutes) in their school policy.

A Alternative provision

Student is present in a Ministry-approved alternative provision, such as a teen parent unit, alternative education, secondary-tertiary program, health school or activity centre.

V Unsupervised exam study

Student is present in an examination or unsupervised study where the student is on-site.

N Present but out of class

Student is present but out of class due to an on-site school activity (cultural or sporting event), internal appointment, temporary removal from class, or time in the sickbay.

Q Board approved offsite learning

Student is present in Board-approved off-site learning, including courses, school-organised activities, and work experience.

D Approved external appointment

Student is present but has a medical appointment which is unable to be scheduled outside of school hours (e.g. doctor or dentist and includes travel time) or is participating in court proceedings.

Justified absence

J Explained and approved

Student is absent due to explained and approved reasons (e.g. family emergencies, bereavement, representing in national / cultural events, approved exemptions, or accompanying parents on overseas diplomatic / military postings).

M Illness / Medical absence

Student is absent due to illness or medical reasons, including mental health-related absences (e.g. anxiety).

X Exam leave

Student is absent studying offsite preparing for exams. NOTE: Time allocated to this code is not included in Ministry attendance calculations.

U Stood down or suspended

Student is absent due to formal stand down or suspension. This code applies to the period of the stand-down or suspension, excluding the day it was imposed.

Unjustified absence

T Truant

Student is absent without explanation or permission from a parent / caregiver (e.g. skipping class)

E Explained but not approved

Student is absent and the reason provided does not meet the school's policy for a justifiable absence (e.g. a parent states their child didn't want to attend sports day).

G Holiday during term time

Student is absent due to a holiday taken.

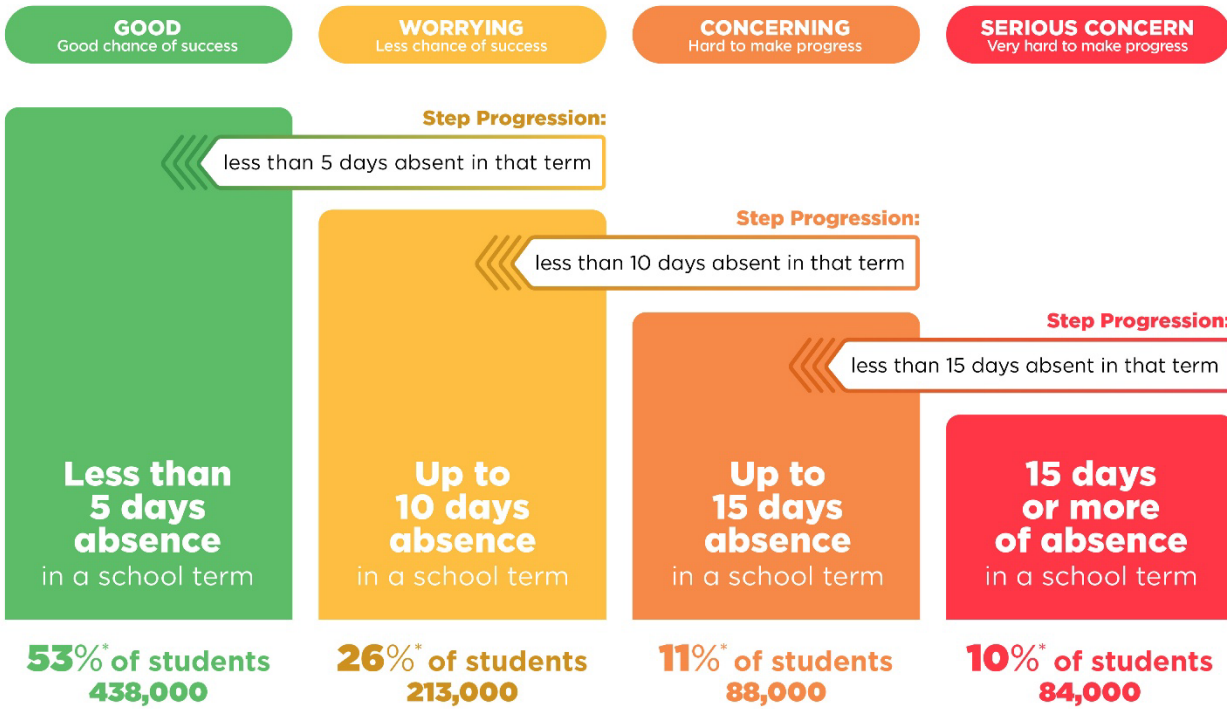
? Unknown (temporary)

Temporary code used when the reason for a student's absence is initially unknown. This will be updated once the reason is confirmed.

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**.



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



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



Te Tāhuhu o
te Mātauranga
Ministry of Education



TE PAEPAE O AOTEA

Kia eke atu ki Taupaenui o te tangata

WHĀNAU INTERVIEWS

Monday, 2 December 2024

School Finishes at 11 am

YEAR 7-10 INTERVIEW BOOKINGS

11.30AM-3.30PM

15 minute slot interview bookings to review goals
and check students subject selections for 2025



Please click on the link below to make interview bookings:

<https://www.console.skoolloop.com/interviews/24424/>

Please contact Whānau teachers who are unavailable due to
Activity Week camps directly by email.

UPCOMING *events*



TERM 4 - 2024

DEC | **2**

WHĀNAU INTERVIEWS

School Finishes at 11 am

DEC | **3**

JUNIOR ACTIVITY WEEK

3-6 December 2024

DEC | **10**

YEAR 9-10 PRIZEGIVING

9.30am, TSB Hub - Last day for 9-10

DEC | **11**

YEAR 7-8 PRIZEGIVING

9.30am, TSB Hub - Last day for 7-8

For more upcoming dates check out our calendar on the school website

www.tepaepaeoatea.school.nz



A very big thank you to the businesses who have given generously to support and encourage our students to achieve excellent attendance. Please support our local businesses where you can.



TE PAEPAE O AOTEA

Kia eke atu ki Taupaenui o te tangata

BRINGING COMMUNITIES TOGETHER

Year 10 student Hazel Reynolds organised a Community giveaway for students at Te Paepae o Aotea who have 90% attendance or higher.

In recognition of 90%+ attendance \$200 meat pack awarded to:

YEAR 7

Carter Mcindoe
Jackson Neil

YEAR 8

Elijah Stephens
Isabelle Tun

YEAR 9

Sakyia O'Keeffe
Mace Soothill

YEAR 10

Graham Merrey
Salem Tshimanga

YEAR 11

Jax Rodda
Stan Quick-Fox

YEAR 12

Elizabeth Cudby
Jessie Hira

Spot Prize Winners

Tyler Martin-Macdonald
Michael Stables
Daniel Mandengu
Makaia Grindlay
Peyton Scott
Hunter Stephens