



# Orini Combined School (OCS) Individual Student Attendance Activities

## Individual Student Responses to Absence Thresholds

Less than 5 Days Absence in a school term	Up to 10 Days Absence in a school term	Up to 15 Days Absence in a school term	15 Days or More of Absence in a school term
<b>Parents / Whaanau</b>	<b>Parents / Whaanau</b>	<b>Parents / Whaanau</b>	<b>Parents / Whaanau</b>
<p>Parents will support good attendance habits doing their best to ensure their child/ren attend school regularly during open for instruction term days.</p> <ul style="list-style-type: none"> <li>- Positively reinforce regular attendance with their child.</li> <li>- Provide open communication with the school around attendance.</li> <li>- Follow the schools attendance processes</li> </ul>	<p>Parents will engage constructively with OCS to support their child to return more regularly to school.</p> <ul style="list-style-type: none"> <li>- Engage positively in support offered by OCS school.</li> <li>- Support child to catch up on any necessary missed work.</li> <li>- Keep in regular contact with OCS around attendance information.</li> </ul>	<p>Parents will engage constructively with formal notification and attend a meeting with OCS to develop an attendance and engagement plan for their child.</p> <ul style="list-style-type: none"> <li>- Collaboratively take part in building an attendance and engagement plan for their child to support them back to regular attendance.</li> </ul>	<p>Parents will engage constructively with formal notification advising of 15+ days of absence and attend a meeting with OCS to review attendance and engagement plan for their child.</p> <ul style="list-style-type: none"> <li>- Support the reviewed attendance and engagement plan in place.</li> <li>- Attend regular meetings.</li> </ul>
<b>OCS / Kura</b>	<b>OCS / Kura</b>	<b>OCS / Kura</b>	<b>OCS / Kura</b>
<p>OCS encourages good attendance habits and support will be given to reinforce good attendance habits. OCS will follow our attendance management plan and policies.</p> <ul style="list-style-type: none"> <li>- Encouraging and supporting regular attendance at school</li> <li>- Sharing positive attendance stories with students, parents/whaanau</li> </ul>	<p>OCS makes an effort to return the child to regular attendance. A formal notification will be made to the parent advising them of the 10 days absence. Contact will be made with the parent to discuss the nature of the absence.</p> <ul style="list-style-type: none"> <li>- Monitor the justified and unjustified reason.</li> <li>- Check in check out system.</li> <li>- Contact via phone or 1:1 conversation.</li> <li>- Develop a support plan if necessary.</li> </ul>	<p>OCS will make every attempt to ensure students can return to regular attendance. A phone call and formal notification will be sent to parents advising of the 15 days absence. A meeting will be organised with parents/whaanau to discuss reasons or absence.</p> <ul style="list-style-type: none"> <li>- Develop an attendance and engagement plan (may include multiple agencies).</li> <li>- Monitor the justified and unjustified reason.</li> </ul>	<p>OCS makes every effort to support regular attendance. Notice sent to parents/whaanau advising of 15+ days absence. A meeting will be organised with all parties to discuss reasons. (Multiple agencies may be engaged to support).</p> <ul style="list-style-type: none"> <li>- Attendance and engagement plan in place.</li> <li>- If appropriate - ROCK-on support.</li> <li>- Collaboration with all parties to problem solve and work together to support the child back to regular attendance.</li> </ul>
<b>Ministry of Education</b>			
<b>Attendance Services</b> <ul style="list-style-type: none"> <li>- Work with chronically absent and non-enrolled students and their families to identify and address barriers to attendance. This includes: <ul style="list-style-type: none"> <li>› agreeing changes to be made,</li> <li>› addressing some unmet basic needs impacting on attendance, and</li> <li>› referring students to other services as necessary</li> </ul> </li> <li>- Collaborate with schools so that <ul style="list-style-type: none"> <li>› they remain engaged as plans are developed and implemented, and</li> <li>› they can continue to provide support as the student increases their attendance at school, and the additional Attendance Service support is withdrawn</li> </ul> </li> </ul>		<b>Regional and National Teams</b> <ul style="list-style-type: none"> <li>- Facilitate involvement of other agencies</li> <li>- Support schools to access other education pathways for a student where appropriate</li> <li>- Consider system-wide initiatives for high-risk attendance</li> <li>- Reprioritise regional support resources to where most needed/effective</li> <li>- Undertake Ministry-led prosecution when considered appropriate if supports are offered and not taken up, when requested by schools</li> </ul>	