



At Owairoa Primary School, we want to successfully set our students up to be the best they can be, to thrive with their learning and wellbeing.

Being at school every day matters. It helps children build confidence, connection and a strong sense of self and purpose.

Our school goal is to have over 80% of students attending at least 90% of the term, on time.

STEP ONE



INFORMING, TRACKING AND MONITORING

GOOD
Good chance of success

We will track and monitor your child's attendance

We will share attendance information with families throughout the year.

Parents will be sent a text from the office, if no explanation is provided.

Less than 5 days absent in a school term

STEP TWO



NOTICING AND RESPONDING

WORRYING
Less chance of success

If we notice worrying or concerning attendance we will send formal notification and contact parents/guardians to discuss reasons for absence.

Families will receive a formal notification from the school (email, phone call, letter).

Less than 10 days absent in a school term

STEP THREE



PRIORITISING AND SUPPORTING

CONCERNING
Hard to make progress

We will do our best to support families by connecting, listening and identifying barriers of attendance.

Families will receive escalated formal notification and hold a meeting to collaborate on a support plan 'Individual Attendance Plan'.

Less than 15 days absent in a school term

STEP FOUR



EXTERNAL SUPPORT

SERIOUS CONCERN
Very hard to make progress

When we have exhausted all within-school support options and processes, we will escalate to external agencies to support individual families.

Families will be asked to meet again with the school to discuss an achievable way to return to school, with multiple agencies, if required.

15 days or more absent in a school term