



Garin College Attendance Management Plan and Stepped Attendance Response (STAR) procedures

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[Attendance Policy for Garin College \(School Docs\)](#) 12/2/26

In 2026 Garin College will prioritise strengthening student attendance as a foundation for learning, wellbeing, and achievement. Building from our 2025 baseline of 54.3% of students attending at 90% or higher and an Average Daily Attendance of 86.6%, our targets are to lift regular attendance to **at least 60%**, achieve a **weekly Average Daily Attendance of 90%**, reduce **chronic absence to 6%**, reduce **moderate absence to 6%**, and reduce **irregular attendance to 20%**. Sustaining strong Term 1 engagement across the full year will be a key priority, supported by early identification of emerging concerns, timely pastoral response, and active partnership with whānau. Progress will be reported to the Board each term to ensure clear oversight and continued momentum toward national attendance expectations.

Ministry of Education (MOE) - National Attendance Target

- 80% of students will be present for more than 90% of the term (regular attendance) by 2030.

MOE Attendance Categories

Good (Regular) Attendance: 90%+ (less than 5 days absent/term)

Worrying (Irregular) Attendance: 80 - 89%: (up to 10 days absent/term)

Concerning (Moderate) Attendance: 70 - 79% (up to 15 days absent/term)

Very Concerning (Chronic) Attendance: ≤70% (Attendance 15 days/term or more)

Garin College Strategic Priorities

Wairua Ora Wellbeing - Student Learning, achievement and Wellbeing is enhanced through regular school Attendance

Strategic Attendance Goal 2026

Garin College will strengthen student engagement and achievement by lifting both regular attendance and overall daily presence, while deliberately reducing moderate and chronic absence.

Baseline (2025)

- Regular attendance (90%+): **54.3%**
- Moderate and Chronic T1 2026: **6%** respectively
- Average Daily Attendance (ADA): **86.6%**

2026 Targets

- Increase regular attendance (90%+) to **at least 60%**.
- Lift **Average Daily Attendance to 90% weekly** throughout 2026.
- Reduce **Chronic absence (≤70%) to 6%**.
- Reduce **Moderate absence (70–80%) to 6%**.
- Reduce **Irregular attendance (80–90%) to 20%**.
- Maintain Term 1 regular attendance at or above 70% and sustain this more consistently through Terms 2–4.
- Ensure early follow-up for all students whose attendance drops below 90%, with dean-level oversight and whānau engagement.

Strategic Focus

Particular attention will be given to students in the 85–90% attendance range, as movement within this cohort will provide the most immediate lift in regular attendance while reinforcing daily engagement. Termly reporting to the Board will include both outcome data and evidence of intervention and support.

Board responsibilities

The board is responsible for taking all reasonable steps to ensure that the school's students attend the school when it is open for instruction.

The board will comply with the provisions in the legislation in relation to student attendance by:

- having a commitment to support students return to regular attendance
- having processes and procedures in place to support a Stepped Attendance Response to student absence that uses data-based thresholds to identify students
- recording all absences, and responding accordingly

- having an effective method in place for identifying and monitoring student absence, including identifying patterns and barriers to student attendance
- publishing this attendance management plan on the school's website.

Principal Responsibilities

The principal is responsible for:

- developing and implementing a stepped attendance response aligned with the thresholds to support student attendance
- ensure that student absence is investigated, responded too and actions taken recorded aligned with the thresholds
- ensure all students, whanau and staff understand the processes and procedures that support student attendance
- Report to the board on any trends, barriers to attendance and interventions being used to support student attendance.

Procedures/supporting documentation

Attendance Management Procedure - Stepped Attendance Response

Monitoring

The principal will maintain reporting of daily attendance data.

The board will receive termly attendance reporting- including information provided by the Every Day matters report. Included in this reporting will be any emerging trends, barriers to attendance, and areas of concern for the board's consideration.

Legislative Compliance

Education and Training Act 2020

Education Attendance rules

Education Attendance Management Plan regulations (yet to be passed)