



Sharp Minds, Strong Bodies and Good Hearts
Raising Leaders One Child at a Time.
When we enrol your child, we enrol your whanau.

Our best generation Yet!



Sharp Minds | Strong Bodies | Good Hearts

Our Values

Resilience
Integrity
Stewardship
Excellence

Our Mission

Raising Leaders one Child at a Time.
When we enrol your child, we enrol your whanau.

1. ALL SYSTEMS GO! 	2. GROW, GROW, GROW!
4. FAITHFUL WITH THE LITTLE 	3. GUARD THE DEPOSIT

RUA ATTENDANCE MANAGEMENT PLAN 2026

Rise Up Academy

Attendance Management Plan

1. Purpose

The purpose of this Attendance Management Plan is to:

- Promote regular and meaningful attendance for all learners in **Years 0–8** at Rise UP Academy
- Ensure compliance with the **Education and Training Act 2020 and Ministry of Education (MoE)** attendance expectations
- Provide a clear, consistent, and supportive framework for monitoring, improving, and sustaining learner attendance
- Identify and address barriers to attendance early through a **wellbeing-centred, whānau-inclusive, and culturally responsive approach**

Rise UP Academy believes that **attendance is a shared responsibility** between the school, learners, parents/whānau, and the wider community, and is essential for academic progress, social development, and fostering the school's **Designated Character** rooted in **faith, Pasifika values, and inquiry-based learning**.

2. Legislative and Policy Framework

This plan aligns with:

- **Education and Training Act 2020** (Sections 35–38)
 - **Stepped Attendance Response (STAR)** [Stepped Attendance Response – STAR](#)
 - **Rise UP Academy Attendance Policy**
 - **Designated Character obligations integrating faith-based, Pasifika, and inquiry-learning principles**
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3. Attendance Expectations

3.1 Legal Requirement

All learners aged **6–16 years** must attend school **whenever it is open**, unless a justified reason for absence applies. While attendance is not compulsory for learners under 6, Rise UP Academy encourages **regular attendance from Year 0** to develop positive learning habits and community connection.

3.2 School Attendance Targets STAR Indicators

- Good Attendance = Less than 5 days absence in a school term
- Worrying Attendance = Up to 10 days absence in a term
- Concerning Attendance = Up to 15 days absence in a term
- Very Concerning Attendance = 15 days or more absence in a term

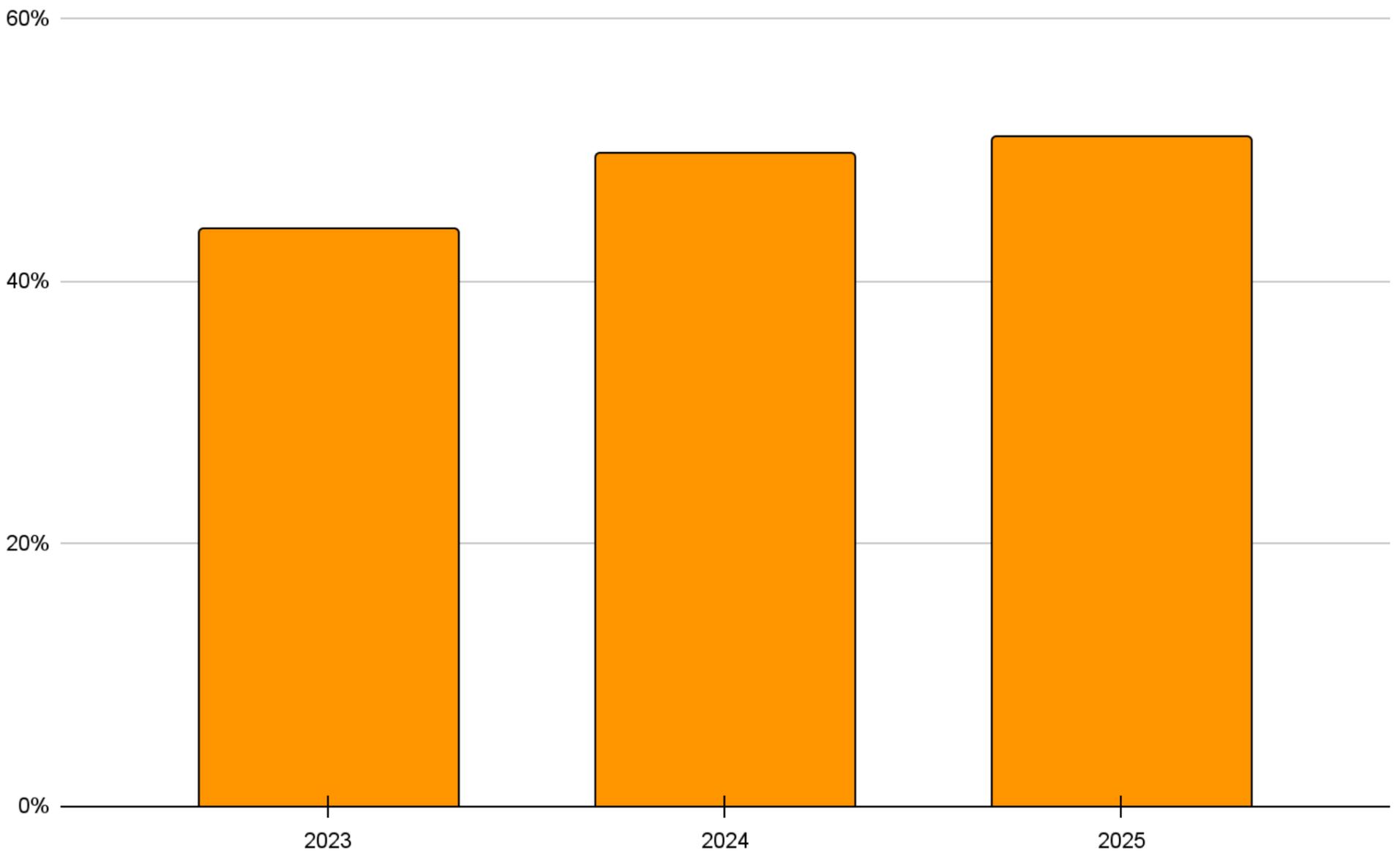
Rise UP Academy aims for **all learners to achieve at least 80% regular attendance 90% of the term**, recognising that consistent attendance underpins learning, identity formation, and engagement in the school's faith and Pasifika-inspired values.

4. Roles and Responsibilities

This plan operates on a principle of Collective Responsibility, driven by Strategic Leadership.

Role	Responsibility
Board Responsibilities	Set targets, approve and periodically review the AMP, and ensure adequate sourcing.
Principal Responsibilities	Drive Strategic Leadership, lead data analysis, oversee implementation, and report to the Board.
Staff (Teachers/Leaders/Whanau Educator) Responsibilities	Complete the daily roll accurately, identify concerns early, and implement the STAR actions relevant to their role. This will be led and monitored by RUA Attendance Committee (Deputy Principal/Admin 1/Whanau Educator 1)
Parent/Whanau Responsibilities	Notify the school of any absences on the same day, ensuring timely and effective communication. Account for all absences to ensure correct classification. Ensure on-time arrival (8:45am) and work to achieve the government expectation of 90% regular attendance every term.

Rise Up Academy Baseline Data (2023-2025)



RUA STRATEGIC GOALS

1. GOAL 3: GUARD THE DEPOSIT

Accelerate student learning outcomes and enhance well being.

3A: To improve attendance in collaboration with Whanau and implement the new HERO Student Management System.

2026 TARGETS: 80% of students attend 90% of the term



2. ATTENDANCE MONITORING AND COMMUNICATION

2.1 Attendance team tracks and celebrates attendance

- Weekly: Class/Staffroom
- Fortnightly: Assembly
- Monthly: Reception/Newsletter/Board Report
- Quarterly: Office and HERO

2.2 Student Council Actively Promotes Attendance

2.3 Deputy Principal oversees systems and follow ups.



3. BUILDING CAPABILITY

3.1 Weekly PLD for Teachers on HERO and Attendance Processes

3.2 Quarterly Whanau sessions on HERO use and monitoring Learning eAttendance

3.3 Attendance practices aligned with the Ministry of Education's STAR Framework

4. TARGETED SUPPORT FOR CHRONIC ABSENTEEISM

4.1 Early-Teacher - Contacts the whanau

4.2 Escalation to BLC - Navigators

4.3 Referral to Mangere East Family Services (MEFS)

PROGRESS TO DATE:

- HERO introduced at Whanau Fono - Week 2 of Term 1 2026
- Attendance discussions at Whānau Fono using De Bono's Thinking Hats
- Teachers recording attendance on HERO since Term 4, 2025
- HERO guidelines shared on Te Rua Facebook page
- "Fab Fridays" attendance incentives launched (Week 2)
- Improved staff understanding of Ministry attendance framework



POSITIVE IMPACT

- Shared understanding of attendance expectations across school, whānau, and ākonga
- Increased parent engagement with HERO
- Improved consistency in attendance practices
- Strong student council voice encouraging peers

CHALLENGES AND RISKS

- Whanau access to HERO (Internet and Devices)
- Budget constraints for attendance incentives

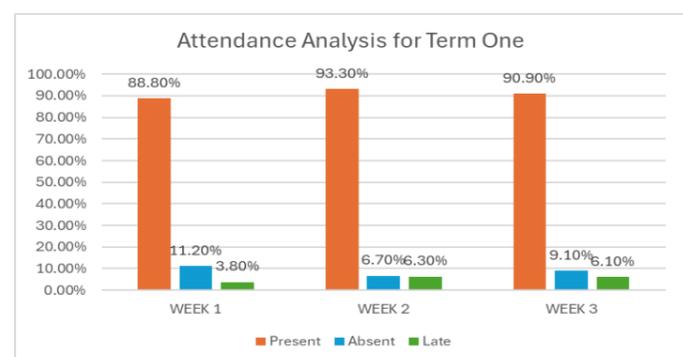
NEXT STEPS: STRENGTHENING ATTENDANCE SYSTEMS

- Building Kaiako confidence using advanced HERO functions
- Revisit and refine STAR Attendance Management Plan
- Increase HERO engagement from 85% to 100%
- Further engage with our navigators
- Continue attendance incentives and celebrations
- Target chronically late students with clear escalation pathways with Mangere East Family Services



BOARD ASSURANCE

- Attendance is systematically tracked and reported
- Whanau are engaged and supported
- Early intervention processes are clear
- Systems align attendance with learning and wellbeing outcomes



MEASURES MONITORING

Weekly	<ul style="list-style-type: none">● Classroom Teacher● 'Week of it' updates
Fortnightly	<ul style="list-style-type: none">● School Assembly Incentives● Attendance Committee updates● Dress UP - Fab Fridays
Monthly	<ul style="list-style-type: none">● Board Report● School Newsletter dashboards
Quarterly	<ul style="list-style-type: none">● School Assembly Incentives● 100% Attendance● Everyday Matters Report
Annually	<ul style="list-style-type: none">● 100% Attendance Incentives