

# Attendance webinar series

Understanding Attendance Management Plans & the  
Stepped Attendance Response (STAR) Framework

**18 November 2025**

# Nau mai, haere mai!

[UNCLASSIFIED]

Tēnā koutou, tēnā koutou, tēnā koutou katoa.  
Nga mihi nui ki a koutou katoa

We look forward to speaking with you shortly.

Please note we will be providing you with a copy of the slides and a recording of the session.

Please pop any pātai in the chat.

Ngā mihi nui ☺

[UNCLASSIFIED]

# Agenda

- Welcome and opening karakia
- Presentation on Attendance Management Plans and the STAR framework
- Pātai/Q+A session
- Next steps
- Closing remarks and karakia

# Ka Hikitia Karakia tīmanga

(opening)

**Ka Hikitia! Ka Hikitia!**

**Hiki, Hik itia!**

**Whakarewa ki runga rawa**

**Herea kia kore e hoki whakamuri mai**

**Poua atu Te Pūmanawa Māori**

**He Mana Tikanga**

**Me Te Uri o Māia**

**Poipoia ngā mokopuna**

**Ngā Rangatira mo āpōpō**

**Ka tihei! Tihei mauriora!**

Encourage and support!

And raise it to its highest level!

Ensure that high achievement is maintained

Hold fast to our Māori potential

Our cultural advantage

And our inherent capability

Nurture our young generation

The leaders of the future

Behold, we move onwards

and upwards!



# What we'll cover today

- Why Attendance Management Plans matter for your school
- How AMPs and the STAR framework work together
- What's changing in your SMS and how it helps you
- Resources to make implementation easier
- Key dates and what to expect next

*We know you already do a lot to support attendance, AMPs are about making that work clearer and easier*

# What are Attendance Management Plans?

- From Term 1, 2026, all state and state-integrated school boards, (except Te Aho o Te Kura Pounamu), must have an AMP.
- AMPs bring your existing attendance practices into one clear plan.
- They provide pathways to identify and address absences early
- Based on the Education and Training Act 2020 and updated Attendance Regulations.
- Most schools can build on what they already do. AMPs make it easier to show your approach.



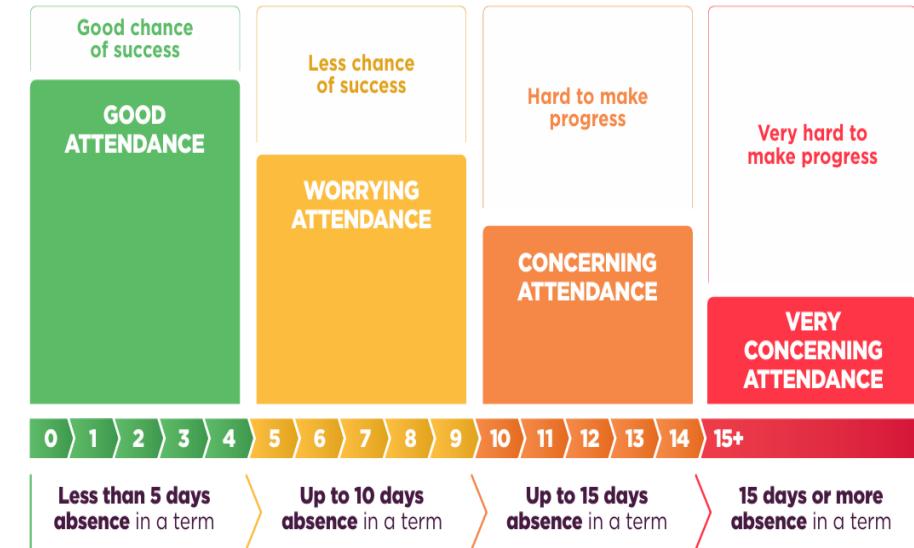
# Key components of an Attendance Management Plan

- **Strategic objectives and progress** | Set priorities, targets and reviews
- **Actions at Attendance Thresholds (5, 10, 15 days per term)** | Outline responses for each level of absence
- **Use STAR guidance** | Apply the framework to shape responses
- **Investigating and recording absences** | Follow up on every absence and record actions taken at thresholds
- **Identifying patterns and barriers** | Processes to spot trends and address underlying causes
- **Share with your Community** | Publish plan on website



# What is the STAR?

- STAR means Stepped Attendance Response
- Provides a tiered approach at 5,10 and 15 day absence thresholds during a term
- Outlines expectations for schools, whānau, and the wider system at each threshold
- Applies to all absences, justified or unjustified, with appropriate, differentiated responses
- Flexible so you can adapt it to your school's context
- AMPs and STAR work together. AMP is your plan, STAR is the guidance framework you use



# New SMS features to support your AMP

- From Term 1 2026, SMS (Student Management System) providers will deliver new functionality to make it easier to:
  1. Spot Patterns Quicky
    - See threshold attendance trends at a glance
    - Identify students who need support early
  2. Automatic Alerts and easy Recording
    - Get notified when students reach 5, 10 or 15 day thresholds
    - Consistently record threshold response actions
  3. Share Attendance Response Data to Improve What Works
    - Your SMS will send automated information to the Ministry so we can give clear insights on what's working and make it easier to plan next steps

# Resources

## Implementing an Attendance Management Plan

Information for School Leaders

Te Tāhuhu o te Mātauranga  
Ministry of Education

**Background**

Starting from Term 1, 2026, all state, and state-integrated school boards must implement an Attendance Management Plan (AMP). These plans are required by regulation to set out how schools will identify and respond to student absences at specific thresholds. This information supports schools to work through the steps to develop and implement an Attendance Management Plan.

**KEY DATES:**

Term 4, 2025	Update or develop Attendance Management Plan
Term 1, 2026	Attendance Management Plan implemented

**1** Understanding what is required in your plan  
**2** Updating or developing your plan  
**3** Implementing your plan

**1 UNDERSTAND** **2 UPDATE & DEVELOP** **3 IMPLEMENT**

**UNDERSTAND:**  
 • requirements  
 • key dates

**REVIEW** existing policies and procedures  
**DEVELOP** plan  
**REVIEW** against regulations  
**COMPLIANT?**  
 YES → **IMPLEMENT** plan by Term 1, 2026  
 NO → **UPDATE** plan  
**Implementation guidance**  
**Template (optional)**



## Attendance management plans

<https://www.education.govt.nz/education-professionals/schools-year-0-13/attendance/attendance-management-plans>

Te Tāhuhu o te Mātauranga  
Ministry of Education

## Implementing the Stepped Attendance Response (STAR)

Information for School Leaders

**About**

This document provides prompts to help you develop or refine your attendance strategy and embed the STAR. In this context 'attendance strategy' refers to your school's policies, procedures, practices, and plans related to attendance. References to 'parents' include anyone who is a student's parent or legal guardian. These prompts will help you review your current practices, align them with the STAR, reflect on your approach, and identify areas for improvement.

This document includes:

- information on the STAR, including its purpose and context
- what an effective attendance strategy looks like
- what to consider when reviewing your current strategy
- the benefits of the STAR, and how it can strengthen your current attendance strategy
- tools to support you to incorporate new activities
- information for embedding changes to your practice
- planning for future reviews of your attendance strategy




## Stepped attendance response – STAR

<https://www.education.govt.nz/education-professionals/schools-year-0-13/attendance/stepped-attendance-response-star>

# Next steps - AMP

Your plan must:

**Be approved by your school board**

- Ensure formal board sign-off

**Be published online**

- Make it accessible on your school's website and confirm visibility for whānau and community.

**Be implemented for Term 1, 2026**

- Assign responsibilities and timelines for rollout.





# Pātai | Questions and Answers

# Ka Hikitia Karakia Mutunga (closing)

**Kua hikitia te kaupapa**

We have come to an awareness

**Kua takoto te wero**

The challenge lies before us

**Me hoe tahi i runga i te whakaaro kotahi**

Let us work together as one

**Tiaki tō tāua oranga**

Stay well so that we have the ability

**Kia kaha ai mo te tuku taonga**

to manage success

**Kia tutuki ngā hiahia mō Ka Hikitia**

Behold, here is the pathway

**Tihei mauriora!**

to enlightenment and well-being

**Ki te whai ao!**

What a positive feeling!

**Ki te whai oranga e!**

**Mauriora!**





He mea tārai e mātou te mātauranga  
kia rangatira ai, kia mana taurite ai ōna huanga.

We shape an education system that delivers  
equitable and excellent outcomes.

For more information  
about the Attendance  
Management Plans



Website: <https://www.education.govt.nz/education-professionals/schools-year-0-13/attendance/attendance-management-plans>

Email: [attendance.programme@education.govt.nz](mailto:attendance.programme@education.govt.nz)