



JUSTIFIED ABSENCES

A justified absence is an explained absence that is considered an acceptable reason to be away from school within the school's attendance policy.

UNJUSTIFIED ABSENCES

An unjustified absence can be explained or unexplained but the explanation is not considered an acceptable reason to be away from school within the school's attendance policy.

JUSTIFIED

Illness or injury

Health-related appointments eg (dental, medical, physio, mental health). Please try and make these appointments outside school hours.

Unplanned event such as a bus breakdown, accident, road closure, extreme weather conditions etc

Planned non-attendance such as national/local representation in a sporting or cultural event in New Zealand or overseas.

Attending a dance exam as part of a NCEA course

Approved absence (also overseas) including bereavement, visiting an ill relative, exceptional family circumstances

A student accompanying, or visiting a family member who is on an overseas posting eg military or diplomatic for (up to 15 weeks)

Attending school-based tutoring

Working for a recognised employer as part of their course (eg Gateway)

Student is stood down or suspended

UNJUSTIFIED

'I didn't feel like Maths', 'I went to the shops', 'We had a test and I wasn't ready for it', 'I slept in'.

'I need to see my coach for strength and conditioning'.

Staying home to look after a sibling

Attending non-representative (not national or local level) sporting or cultural activities during school time. (note: such an absence would be recorded as an explained but unjustified absence)

Attending a class, activity or exam during school time that is not part of an NCEA course. (note: such an absence would be recorded as an explained but unjustified absence)

Taking a day off for a student's birthday

Visiting relatives

Attending tutoring outside of school (note: such an absence would be recorded as an explained but unjustified absence)

Going on holidays during the school term (note: such leave can be approved by the school but will still be recorded as an unjustified absence)

