

Pānui me te tuhi Student Absences

Purpose:

Pānui me te tuhi is committed to quality education. We are aware that at times students may not be able to attend sessions for various reasons. To clarify expectations in terms of communication and any potential credits the following will be taken into consideration.

Scope:

This policy covers and directs transparency of information for all parents and educators of Pānui me te tuhi, however, it is to be acknowledged that Pānui me te tuhi reserves the right to use their discretion when dealing with individual cases of absence.

Directive:

The following is the expectation in the case of a student non-attendance at a session.

Absences

1-1 or Zoom Sessions

It is the parent's responsibility to inform the student's iDeal Specialist directly via email or phone. One option to have the session completed at an alternative date or time will be given by the iDeal Specialist, provided, notice of the absence was given at least 4 hours prior to the session. No credits will be issued.

All students enrolled in 1-1 sessions will be entitled to a maximum of 2 catch up sessions per year, should they be absent from a session.

Or the option of a recorded lesson can also be arranged to replace a missed lesson. This will be a recorded new skill lesson by your child's educator and then emailed to you to complete yourself at a suitable time.

When an iDeal Specialist cannot teach a session (due to sickness or other event), this session will be credited to their account.

Group Sessions

All students enrolled in group sessions in cases of absence be they planned or unplanned will be entitled to up to two recorded lessons for unattended sessions per year. Provided at the time of the absence, the account balance is up to date and that at least 4 hours' notice was given. No credits will be issued.

When an iDeal Specialist cannot teach a session (due to sickness or other event). Where this cannot be accommodated, this session will be credited to their account.

No credits will be applied to accounts unless the account is either up to date (paid two weeks in advance) or has been paid in full for the semester or year.