

# 5.



## ADMINISTRATION POLICY

This policy documents how Ruru Specialist School Board of Trustees will ensure that it meets its obligations under

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### NATIONAL ADMINISTRATION GUIDELINE 6

Each board of trustees is also expected to comply with all general legislation concerning requirements such as attendance, the length of the school day, and the length of the school year.

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### NATIONAL ADMINISTRATION GUIDELINE 7

Each board of trustees is required to complete an annual update of the school charter for each school it administers, and provide the Secretary for Education with a copy of the updated school charter before 1 March of the relevant year.

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### NATIONAL ADMINISTRATION GUIDELINE 8

Each board of trustees is required to provide a statement providing an analysis of any variance between the school's performance and the relevant aims, objectives, directions, priorities, or targets set out in the school charter at the same time as the updated school charter provided to the Secretary for Education under NAG 7.

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### THE BOARD OF TRUSTEES WILL IMPLEMENT THE FOLLOWING PROCEDURES

- [Charter](#)
- [Student Attendance and Absences](#)

**This policy was formally adopted by the Ruru Specialist School Board of Trustees**

A handwritten signature in black ink, appearing to be "A. J. [unclear]".

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Signed: Chairperson Board of Trustees

31/05/2022

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Board Meeting Date

To be Reviewed Triennially: Term 2 - 2025