

National School Chaplaincy Program 2019-22

2021 Financial Acquittal and Progress Report

Please note: it is important that the Financial Acquittal and Progress Report is submitted on time as any delay will impact the disbursement of funding for all schools in the 2022 school year.

School details			
School name:			
Postal address:			
Phone:		Email:	
Principal name:		Chaplain name:	
Service provider name:		Grant amount:	
Financial acquittal			
We certify that the National School Chaplaincy Program grant has been used in accordance with the Letter of Intent – National School Chaplaincy Program and the NSCP Northern Territory Handbook 2019-2022 and will be detailed in the school's annual audit.			
Principal signature:		Date:	
Amount spent:		Underspend amount:	
Evidence of monies spent attached (e.g. MYOB statement, profit and loss): <input type="checkbox"/>			
Program requirements (check boxes where requirements have been met)			
Annual progress reporting requires schools to confirm that the following requirements, as stated in the Letter of Intent and the NSCP Northern Territory Handbook 2019-2022, have been met:			
a) <input type="checkbox"/> Student participation in the program was voluntary. How many students has your chaplain had general contact with _____ How many direct contacts/sessions has there been with students _____			
b) The school has: <input type="checkbox"/> a service agreement with the service provider; or <input type="checkbox"/> a contract between the school and chaplain <input type="checkbox"/> procedures to ensure the chaplain does not have access to information of non-participating students <input type="checkbox"/> an appropriate process for managing and resolving concerns or complaints relating to the chaplain, service provider and service delivery.			

c) Parents have been informed in writing about:

- the availability and nature of chaplaincy services and activities
- process for accessing the opt-in service
- providing written permission for their child's/children's participation in chaplain services

and their opportunity to review their opt-in written permission:

- annually
- when there has been a change in chaplain
- when there has been a change in the chaplaincy program/services.

d) The school chaplain:

- is of any faith – Name of faith (where applicable): _____
- did not proselytise (attempt to convert someone to another opinion and/or belief)
- showed respect, accepted and was sensitive to other people's views, values and beliefs
- complied with state and territory laws and policies in relation to child protection matters
- met the NSCP minimum qualification requirements
- has completed the eSafety Commissioner bullying and cyberbullying professional learning
- has completed Mandatory Reporting of Harm and Exploitation of Children training
- has a current Ochre card - Number: _____ Expiry date: _____.

Additional information

Progress report

a) How has your chaplain had an impact on the wellbeing of students?

b) How has your chaplain had an impact in the school community?

c) How does the NSCP add value to your school?

d) What were the key services your chaplain delivered?	
e) What was the structure of chaplaincy service?	
e) How many hours of work did your chaplain undertake?	
Endorsed	
School name:	
Principal	School representative body
Signature:	Signature:
Print name:	Print name:
Date:	Date:

Return on or before 16 December 2021 to:

Student Wellbeing and Inclusion

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