

HOME EDUCATION APPLICATION FORM

FOR CONTINUING FAMILIES

Thank you for applying and submitting an application form to Home Educate your child / children.

The information in this application goes towards approval to home educate and relates to [Part 4 Division 3 of the *Education Act* and section 12 of the *Education Regulations*](#).

Prior to completing this application parents are encouraged to read the [Home Education Policy and Guidelines](#) to ensure they understand the process for seeking approval to home educate, and the obligations that must be met under an approval to home educate.

Please note:

- The words and expressions used in this form have the same meanings as those defined and referred to in the *Education Act* and within the Home Education Policy and Guidelines
- A parent or guardian of the child concerned must complete this form.
- An application form must be completed for each child being home educated.
- All sections must be completed in full for your application to be accepted.
- Completed application forms should be forwarded to:

Home Education Project Officer
School Support Services
Department of Education
GPO Box 4821
DARWIN NT 0801

Or

Email: homeeducation.det@nt.gov.au

Privacy Statement

The Department of Education is committed to protecting your privacy. This privacy statement contains the department's policies for the management of the personal information collected and used by the department. This statement is part of the department's ongoing commitment to protect the privacy of your personal information in accordance with the Information Privacy Principles (IPPs) set out in the Northern Territory (NT) *Information Act*.

Further information relating to the privacy statement can be found at: web link to be added in future

The application is required to be completed for each child and includes the following sections:

Section A	Child's Information – section to be completed for each child
Section B	Family Information – only completed once in instance of multiple children
Section C	Proposed Curriculum – as detailed as possible
Section D	Declaration and Supporting Documents – certified documents are not required

SECTION A – CHILD’S INFORMATION

Child’s surname	
Child’s given name/s	
Date of Birth	
Child’s Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Child’s Year Level	
Does your child have any newly identified disability or special support needs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes please provide details of the child’s disability or special support needs? <i>Please attach supporting documentation to this application such as diagnostic assessment information or the child’s Educational Adjustment Plan from previous school, to assist with the assessment of the child’s teaching and learning program.</i>	

SECTION B – FAMILY INFORMATION

Complete if information has changed, otherwise leave blank

Family name	
Residential address	
Postal address	
Home phone	
Mobile phone	
Email address	

SECTION C – PROPOSED CURRICULUM

1) Time Allocations

Record the average period of time the child will receive instruction:

- on each school day
- number of days per week
- number of weeks per year

Please note that children need to be engaged in schooling for at least 26 hours and 40 minutes per week in line with the NT Board of Studies policy: <http://www.education.nt.gov.au/teachers-educators/ntbos>

Hours of Instruction per Day	Days per week	Weeks per year

2) Weekly Lesson Plan

Please attach a copy of your typical weekly plan for your child

Please also state the subjects or aspects of learning for which you expect your child will receive tutoring or specialist instruction, including participation in extracurricular activities or club membership. (E.g. violin lessons, maths tutoring, sports club, scouts or girl guides etc.)

3) Teaching & Learning Plan

Please provide an outline of the teaching and learning plan that will be followed. This information is used to assess if your child is experiencing:

- sufficient curriculum scope across the learning areas
- appropriate use of curriculum support documents and resources
- appropriate contexts for learning

Record the topics/foci and skills that will be learned for each learning area, the assessment tasks that will be used to evaluate if your child has learned, and describe the resources that will be used, including:

- the titles of print based resources
- the web links for online resources
- any hands-on materials/games and so forth

Please include any additional information that will help to undertake a curriculum assessment of the teaching and learning plan for your child. Additional pages may be included if space is not sufficient

It is recommended that parents use the Australian Curriculum. Please visit

<http://www.australiancurriculum.edu.au/> to find the curriculum and achievement standards appropriate for your child's year level.

Subject	Topics	Assessment	Resources
English			
Health & Physical Education			
Humanities & Social Science			
Languages			
Mathematics			
Science			
Technologies (Digital Technologies and Design and Technologies)			
The Arts (Dance, Drama, Music and Visual Arts)			
Work Studies (Years 9-10 only)			

4) NAPLAN Participation

The [National Assessment Program Literacy and Numeracy - NAPLAN](#) is an annual national assessment of all students in Years 3, 5, 7 and 9. All students are expected to participate in the testing. They will be assessed in language conventions (spelling, grammar and punctuation), writing, reading and numeracy. The results of these assessments will allow comparison of your child's progress with the National Literacy and Numeracy Benchmarks.

The Northern Territory Test Administration Authority will support home schooled students to participate in NAPLAN. We will be in contact with parents/guardians of 2018 NAPLAN aged students early 2018 in relation to your child's participation.

Please contact the NT Test Administration Authority on (08) 8944 9245 for any advice or support regarding NAPLAN 2018

5) Teacher Registration and Working with Children Clearance details

Parents may choose to employ a teacher to develop and deliver all or part of the teaching and learning program. Parents must ensure that any teacher conducting the home education is registered with the [Northern Territory Teacher Registration Board](#).

Additionally, where a teacher, tutor or instructor is employed to deliver all or part of a teaching and learning program, parents must observe the requirements of the [Northern Territory Care and Protection of Children Act](#) by ensuring that the person holds a current [Working with Children Clearance](#).

Please record details of any teachers, tutors or instructors.

Name	Teacher Registration Number and dates of registration	Working With Children Clearance and expiry date

6) Student ID Card Request

Student Name	DOB	Electronic Passport Size Photo		Registration # (Office use only)
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	

SECTION D: SUPPORTING DOCUMENTATION AND DECLARATION

1) Supporting Documentation

Supporting documentation – have you included all your documentation? (below is a checklist to assist you)

<input type="checkbox"/> Yes	Documents relating to your child's disability or special support needs if applicable. <i>e.g. diagnostic reports, letter from paediatrician/ GP confirming diagnosis, Educational Adjustment Plan from previous school, Health Care Plan</i>
<input type="checkbox"/> Yes	Electronic Colour Passport Size Photo (Student ID Card)
<input type="checkbox"/> Yes	Additional supporting documentation, please specify

2) Declaration

I hereby declare that all information provided in this application for home education is correct.

I undertake to ensure that there are sufficient and suitable resources available to support the child's education program, and the learning environment set aside for the child is conducive to efficient and suitable education.

I understand that a condition of approval is to allow home visits to occur from time to time by a delegated departmental officer and agree to accommodate visits as required.

I undertake to comply with any other requirements and obligations under the Home Education policy and guidelines made pursuant to Part 4 Division 3 of the *Education Act* and Section 12 of the *Education Regulations*.

I agree that any information collected about my child will be accessed and collated as confidential information and placed on a secure electronic database and hard-copy filed in a locked cabinet.

I consent to my email address being shared with other families in the Northern Territory conducting Home Education (e.g. for purpose of sharing program resources) **Yes** **No**

	Name	Signature	Date
Parent/Guardian 1			
Parent/Guardian 2			