|  |  |
| --- | --- |
|  | Questions are followed by answer fields. Use the ‘Tab’ key to navigate through. Replace Y/N or Yes/No fields with your answer. |
| Consent form |
| Where a preschool is operating within the scope of the National Quality Framework, there must be written delegations in place for the following roles:* persons in day-to-day charge who are present at all times that children are being educated and cared for
* an educational leader.

The principal, as the nominated supervisor, may delegate these responsibilities using this form.For further information, refer to the [Responsible persons and educational leader in preschool procedures](https://education.nt.gov.au/policies/preschool-specific-policy) and the [Education and Care Services National Regulations](https://www.legislation.nsw.gov.au/view/html/inforce/current/sl-2011-0653). |
| Principal |
| Principal name: |  |
| Principal position: |  |
| **Preschool name:** |  |
| **As the nominated supervisor of the delegate named below, I delegate them as:** |
| a person in day-to-day charge of the preschool in accordance with Regulation 117B | Yes/No |
| the educational leader in accordance with Regulation 118 – on behalf of the approved provider | Yes/No |
| **Principal signature:** |  | **Date:** |  |
| Delegate |
| Delegate name: |  |
| Delegate position: |  |
| **I accept the delegation as:** |
| a person in day-to-day charge of the preschool in accordance with Regulation 117B | Yes/No |
| the educational leader in accordance with Regulation 118 – on behalf of the approved provider | Yes/No |
| **Delegate signature:** |  | **Date:** |  |
| End of form |

Collection notice

The information collected in this form will only be used for the purpose for which it is being collected. All information will be treated confidentially, stored in a secure location, and destroyed in line with legislated retention and disposal schedules to ensure that every students’ right to privacy is maintained. For more information, go to the Department of Education’s [Policy and Advisory Library](https://education.nt.gov.au/policies) and read the Privacy Policy.