# HOME EDUCATION APPLICATION FORM

This form applies to the application for the approval to home educate pursuant to Part 4 Division 3 of the [*Education Act*](http://notes.nt.gov.au/dcm/legislat/legislat.nsf/d989974724db65b1482561cf0017cbd2/b1da3afbb3b142e869257f3f001da057?OpenDocument) and section 12 of the [Education Regulations](http://notes.nt.gov.au/dcm/legislat/legislat.nsf/d989974724db65b1482561cf0017cbd2/0888d2c50a64efab69257f3000132c84/$FILE/ATTKNWRI.pdf/Repe002R1.pdf).

Prior to completing this application parents should read the [Home Education policy and New Home Education Application guidelines](https://education.nt.gov.au/policies/home-education) 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.

**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 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](mailto:homeeducation.det@nt.gov.au)

This form includes the following sections.

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| Section A | Family Information |
| Section B | Child's Information |
| Section C | Proposed Curriculum |
| Section D | Supporting Documentation and Declaration |

**APPLICATION RELATES TO YEAR:**

**SECTION A − FAMILY INFORMATION**

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

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| **Details of the parent who is responsible for the delivery of home education to the child.**  *Where the parent conducting the home education is a registered teacher, please provide details of registration.* | | | |
| **Surname** |  | **Given Names** |  |

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| **Details of nearest government school**  *This information is required to determine which school principal or delegate will conduct the home inspection.* | |
| **Name of government school nearest to your place of residence** |  |
| **Approximate distance from this school to your home (\*km)** |  |

**SECTION B − CHILD'S INFORMATION**

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| **Child’s surname** |  |
| **Child’s given name/s** |  |
| **Date of Birth** |  |
| **Child’s Gender** | Male Female |
| **Child’s Current School (for new applications)**  *(Please state your reason for home educating if they are leaving their current school)* |  |
| **Child’s Year Level** |  |
| **Does your child have a disability or special support needs?** | Yes No |
| **If yes please provide details of the child’s disability or special support needs?**  *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.* |  |

**SECTION C – PROPOSED CURRICULUM**

1. **Proposed curriculum**

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| The [Education Act](http://notes.nt.gov.au/dcm/legislat/legislat.nsf/d989974724db65b1482561cf0017cbd2/b1da3afbb3b142e869257f3f001da057?OpenDocument) requires that the curriculum to be used must be one that is approved by the [Australian Curriculum Assessment and Reporting Authority (ACARA)](http://www.acara.edu.au/default.asp).  ACARA approved curriculumcurrently includes:   * Australian Curriculum Framework * International Baccalaureate Primary Years Program and Middle Years Program * Australian Steiner Curriculum Framework * Montessori National Curriculum Framework.   If the proposed curriculum is not an ACARA approved curriculum parents must complete the section below regarding seeking an exemption. | |
| **Name of the curriculum to be used** |  |

1. **Exemption from ACARA approved curriculum**

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| Parents who, prior to 1 January 2016, had been approved to deliver home education to a child where the program did not use a curriculum approved by ACARA, are exempt from complying with this requirement for the duration of the home education of that child. An exemption may also be granted where special circumstances exist. | |
| **Are you seeking an exemption** | Yes No |
| **Reason for exemption** | Approval prior to 1 January 2016  Special Circumstances – please provide details below |
| **Details of the special circumstances** (please provide any relevant supporting documentation) | |
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1. **Learning environment and facilities**

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| **Describe the space designated for learning and the facilities that will be available for the child/ren, for example**   1. study space, e.g. size, lighting, ventilation 2. facilities, e.g. desk, table, chair, shelves, filing cabinets, cupboards, blackboards 3. outdoor areas for fitness and physical activities. |
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1. **Time allocations**

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| **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** |
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| **Record the time allocation for each learning area. The NT Board of Studies indicative times are offered as a guide.** | | | | | | |
| **Learning Area** | **Recommended hours per week** | | | | | **Actual hours per week** |
| **T-2** | **3-4** | **5-6** | **7-9** | **10** |
| English | 6:45 | 5:30 | 5:30 | 3:00 | 3:00 |  |
| Health and Physical Education | 2:00 | 2:00 | 2:00 | 2:00 | 2:00 |  |
| Humanities and Social Sciences  (Includes the subjects History\*, Geography, Civics and Citizenship, and Economics and Business) | 1:00 | 2.30 | 3:00 | 3:30 | 3:30 |  |
| Languages  (Japanese, Indonesian, Chinese etc.) | 1:15 | 1:15 | 1:15 | 2:00 | 2:00 |  |
| Mathematics | 4:30 | 4:30 | 4:00 | 3:00 | 3:00 |  |
| Science  (Includes the subjects Biology, Physics, Chemistry, and Earth and Space) | 1:00 | 1:00 | 1:45 | 2:30 | 3:00 |  |
| Technologies  (Includes the subjects Design and Technologies and Digital Technologies) | 0:30 | 1:00 | 1:30 | 2:00 | 2:00 |  |
| The Arts  (Includes Dance, Drama, Media Arts, Music and Visual Arts) | 1:00 | 1:15 | 1:15 | 2:00 | 2:00 |  |
| Work Studies  (Elective for Years 9-10 only) | n/a | n/a | n/a | n/a | 2:00 |  |
| **Total hours per week** | | | | | |  |

\*Shaded areas become electives at Years 9 and 10. Student choses one these subjects to study, with the exception of History\* which is studied from Transition to Year 10.

1. **Weekly Lesson Plan**

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| **Please record the typical lesson routine to be followed each week.** | | | | | |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| Lesson 1 |  |  |  |  |  |
| Lesson 2 |  |  |  |  |  |
| Lesson 3 |  |  |  |  |  |
| Break |  |  |  |  |  |
| Lesson 4 |  |  |  |  |  |
| Lesson 5 |  |  |  |  |  |
| Break |  |  |  |  |  |
| Lesson 6 |  |  |  |  |  |
| Extra-Curricular Activities |  |  |  |  |  |
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| **Please state the subjects or aspects of learning for which 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.) |
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1. **Teaching & Learning Plan**

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| **The following section requires parents to 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 concrete or 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 Version 8.0 from 2016. Please visit <http://www.australiancurriculum.edu.au/> to find the curriculum and achievement standards appropriate for your child’s year level. |

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| **English** |
| **Topics / Foci and Skills to be Learned** |
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| **Assessment** |
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| **Resources** |
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| **Health and Physical Education** |
| **Topics / Foci and Skills to be Learned** |
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| **Assessments** |
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| **Humanities and Social Science** (HASS T – 6/7 or History, Geography, Civics and Citizenship, Business and Economics 7-9) |
| **Topics / Foci and Skills to be Learned** |
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| **Assessments** |
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| **Languages** Please state which language/s will be studied. |
| **Topics / Foci and Skills to be Learned** |
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| **Mathematics** |
| **Topics / Foci and Skills to be Learned** |
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| **Science** |
| **Topics / Foci and Skills to be Learned** |
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| **Technologies (**Digital Technologies and Design and Technologies) |
| **Topics / Foci and Skills to be Learned** |
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| **The Arts** (Dance, Drama, Media, Music and Visual Arts) |
| **Topics / Foci and Skills to be Learned** |
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| **Work Studies Years 9-10 (only)** |
| **Topics / Foci and Skills to be Learned** |
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| **Assessments** |
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1. **Recording progress and achievement**

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| **How will the learning activities, student progress and achievement be collated and recorded.**   1. A portfolio of annotated samples of your child’s work is required for each year of home education. 2. Assessment types – checklists, tests, written tasks, projects, videoed performances, rubrics, running records, reflective journal etc. 3. Progress and achievement recording will also assist in demonstrating your child’s progress and achievements during the home inspection each year. |
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1. **NAPLAN participation**

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| **National Assessment Program Literacy and Numeracy - NAPLAN**  Participation in NAPLAN for Years 3, 5, 7 and 9 is voluntary.  The results of these assessments will allow comparison of your child’s progress with the National Literacy and Numeracy Benchmarks. | |
| Please indicate if you would like your child to participate. *School Support Services will forward information and tests to you during the year.* | Yes  No |

1. **Teacher Registration and Working with Children Clearance details**

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| Parents may choose to employ a teacher to develop and deliver all or part of the teaching and learning program. Parents must ensure that the any teacher conducting the home education is registered with the [Northern Territory Teacher Registration Board](http://www.trb.nt.gov.au/).  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*](http://notes.nt.gov.au/dcm/legislat/legislat.nsf/d989974724db65b1482561cf0017cbd2/f0092f33f0f9bf2b69257fb200038a9b?OpenDocument) by ensuring that the person holds a current [Working with Children Clearance](https://nt.gov.au/emergency/community-safety/apply-for-a-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** |
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**SECTION D: SUPPORING DOCUMENTATION AND DECLARATION**

1. **Supporting documentation**

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| **Supporting documentation** | |
| Yes | A copy of the child’s birth certificate is supplied with the application.  (applicable to new families applying, not continuing families) |
| Yes | Documents relating to your child’s disability or special support needs.  *E.g. diagnostic reports, letter from paediatrician/ GP confirming diagnosis, Educational Adjustment Plan from previous school, Health Care Plan* |
| Yes | Document supporting an exemption from using an ACARA approved curriculum. |
| Yes | Photocopies of relevant court orders in relation to the child are attached, if appropriate. |
| Yes | Additional supporting documentation, please specify: |

1. **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 inspections to occur from time to time by a delegated department offer and agree to accommodate inspections 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.

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|  | **Name** | **Signature** | **Date** |
| Parent 1 |  |  |  |
| Parent 2 |  |  |  |