|  |  |
| --- | --- |
|  | 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 |
| The Education and Care Services National Law (the National Law) requires that each preschool operating within the scope of the National Quality Framework has a nominated supervisor who is responsible for the day-to-day management of the preschool. The responsibilities of the nominated supervisor are outlined in the [ACECQA Nominated Supervisor Information Sheet](https://www.acecqa.gov.au/sites/default/files/2018-03/InformationSheetNominatedSupervisor.pdf).The National Law also requires that the nominated supervisor provides written consent to this nomination.When a principal is appointed to the role of school principal after accepting an employment contract, they are also consenting to the role of nominated supervisor for their respective preschool. Principals employed under a permanent employment condition must complete this form and file it with the preschool’s staffing records.Where a person is appointed as an acting principal for a period of more than 6 weeks and that person has not signed an employment contract accepting the role of school principal, this form must be completed and filed with the preschool’s staffing records.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). |
| Prescribed information |
| Service approval details |
| **Approved provider number** | PR-00001275 |
| **Approved provider name** | Northern Territory Government Department of Education  |
| **Service approval number** | SE- |
| **Service approval name** |  |
| Nominated supervisor details - principal/acting principal |
| Full name: |  |
| Email: |  | **Mobile phone:** |  |
| Work phone: |  | **Date commenced:** |  |
| Declaration |
| **Preschool name:** |  |
| I consent to being the nominated supervisor of the above preschool |
| **Full name:** |  |
| **Signature:** |  | **Date:** |  |
| d 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 everyone’s 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.