

T1 Christchurch AE Application Form (Jan 2020)

**All parts of this application must be completed. Please use student name as per ENROL. If you don’t have the info then please say so in the particular section.**

Received by the AE Manager on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *ENROL check by AE Manager □*

Go to [www.chch.alted.org.nz](http://www.chch.alted.org.nz) for *Getting started in AE* (AA1) and the list of *eligible schools*

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| **Surname:** | | | | **First Name:** | | **Middle name:** | **Date of Birth** |
| **Gender:**  M F | **ROCKON:**  Y N  Level: | **Year Level:**  9 10… 11 | | **NSN:** | | **Student currently enrolled at[[1]](#footnote-1):** | **Ethnicity:**  **Iwi:** |
| **Student’s street address:** | | | **Suburb:**  **City: Christchurch**  **Postal code:** | | **Emergency contact person** | |  |
| **Emergency contact #** | |  |
| **Relationship to student** | |  |
| **Name of parent/caregiver:** **Landline**  **Cell**  Relationship to student: Mother **□** Father **□** Grandmother **□** Grandfather **□** OT carer **□** other **□** | | | | | | | |
| **Name of parent/caregiver:** **Landline**  **Cell**  Relationship to student: Mother **□** Father **□** Grandmother **□** Grandfather **□** OT carer **□** other **□** | | | | | | | |

**Eligibility criteria:** The AE Manager, in conjunction with the Ministry of Education, is responsible for deeming a student eligible for AE.Year 9 students are not eligible in Terms 1 and 2 except where the school is part of ‘The Pilot.’[[2]](#footnote-2) HCN and IWS students are not eligible unless there are exceptional circumstances as determined by the Ministry. Students **must be** over 13, and less than 16 years; enrolled in one of the eligible schools; and **currently ONE of the following:**

1. Out of registered school for two terms or more and thus currently non-enrolled **□** Confirmed last date of attendance \_\_ / \_\_ / \_\_\_\_\_
2. Excluded and enrolment refused by local schools **□**
3. Dropped out of Te Aho o Te Kura Pounamu after enrolment as an ‘At Risk Student’ **□**
4. Absent for at least ½ of the last two terms (for reasons other than illness) and interventions have been tried, but the absence has meant they are unable to succeed in other schooling provisions **□**
5. Currently suspended & risks further suspension **□** Current suspension started \_\_ / \_\_ / \_\_\_\_\_\_
6. Alienated from schooling. Note that Only 20% of AE students can be in this category **□**

**This application is part of the Pilot (See footnote #2) Yes □ No □**

**Attendance rate over the last 6 weeks as a % \_\_\_\_\_\_ (All applications must provide a %)**

**Assessment of Learning……….Use the Tables A and B on the bottom of page 4 to help you find the level for**

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| **Literacy Level:** L1 □ L2 □ L3 □ L4 □ Not available □  **Numeracy Level:** L1 □ L2 □ L3 □ L4 □ Not available □  **Pre-existing credits:** Yes □ No □ Please attach the list of standards |

**Learning difficulties:** ADD □ ADHD □ Dyspraxia □ Dyslexia □ ASD □SLD □Other□ (State here)

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| **Family GP Name & Location:**  **Health issues:** Asthma □ Diabetes □ Epilepsy □ Hearing □ Sight □ Allergies □ Migraine □  Other □ (State here) |

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| **Agencies involved (both internal and external) None** □  Childrens Team □ Emerge Aotearoa □ K3 personnel □ Kingslea/TPW □ MoE Learning Support □ (*This support mechanism are to be continued for at least 6 months)*  MST □ NEETS □ OT □  Police □ RTLB □ Southern Health School □ YJ □ Youth Specialities/CAF/ Mental Health □  Other □ state here  **Comment on their assessment of the student in the space on page 3** |

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| **External agency** | **Key worker** | **Phone** | **email** |
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| **Mandatory community service** □  Hours owed are \_\_\_\_ | **Non association order in place/Trespass Order** Yes □ No □ | **Tagged funding** Yes □ No □  Type |

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| **Significant risk factors are: *Students with significant risk factors cannot start in AE without a safety plan****. It must include the mitigation strategies for the risk factors and be presented in draft form (using T20-see website) at the Conference Meeting. Please bring it to the Conference Meeting.*  Mental health □ Sexualised behaviour □ Stealing □ Drug dependency □ Reacts violently □ Non-attendance □ Gang affiliation □ Alcohol dependency □ Multiple schools □ Self-harm □ Other □ state here |

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| **Actions/interventions taken by the school**  IEP in place & implemented\*\*□ RTLB Support \*\*\*□ School received IRF from MoE □ Modified programme □ Supported learning □ Literacy assistance □ HEADS assessment completed □ Medical/health support □ Mentor or youth worker □ Counselling □ Parent has been consulted□  *\*\*****Please bring to the Conference Meeting*** *\*\*\*This support is to be continued for up to 6 months* |

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| **Decision making team** Please list the names and role of those who met to decide that an application should be made for an AE placement |

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| **School comment about this student** |

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| **What the agencies say about this student** |

**Where the student is 15.6 years please record possible Vocational Pathway (e.g., Hospitality)**

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**Time in AE** The applicant expects the student will be in AE for One Term; Two Terms or for all/remainder of 2020. (2020 is a special year given that the AER contract finishes Dec 2020)

**Applicant Declaration** I state that due process has been followed including wide consultation; that the parent(s)/carer have agreed to placement in AE; and to the best of my knowledge and belief, all the information on this form is correct at this time.

**Position:** AE school contact **□** Te Kura personnel **□** MoE Senior Advisor **□**

**Name**  **Signed Date**

**Send by email to** [sda@cashmere.school.nz](mailto:arthursutherlandnz@gmail.com) 027 504 4265

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| Managing school use only:  Approved □ Declined □ Further Information Required □  Arthur Sutherland for the Managing school (Cashmere High) On Signed  *Sue Clark at the Ministry of Education is notified by way of auto message from the AED when the case is entered into the AED* |

**Special Note:**

1. Applicant to bring the student Birth Certificate to the Conference Meeting

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**Assistance with determining Lit and Num levels……………….**

**Table A Literacy ……** Select one of the following rows and circle the appropriate cell

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| NZ Curriculum | Level 1 | | | Level 2 | | | Level 3 | | | Level 4+ | | |
| E-AsTTle - Reading | 1b | 1p | 1a | 2b | 2p | 2a | 3b | 3p | 3a | 4b | 4p | 4a |
| E-AsTTle - Writing | 1b | 1p | 1a | 2b | 2p | 2a | 3b | 3p | 3a | 4b | 4p | 4a |
| Adult Literacy Learning Progressions | Step 1 | | | Step 2-3 | | | Step 4-5 | | | Step 6+ | | |
| Reading Colour Wheel | 5-7.5 years | | | 7.5-9.5 years | | | 10-12 years | | | 13+ years | | |

**Table B Numeracy…..Select one of the following rows and circle the appropriate cell**

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| NZ Curriculum | Level 1 | | | Level 2 | | | Level 3 | | | Level 4+ | | |
| E-AsTTle – Number and Algebra | 1b | 1p | 1a | 2b | 2p | 2a | 3b | 3p | 3a | 4b | 4p | 4a |
| E-AsTTle – Measurement and Geometry | 1b | 1p | 1a | 2b | 2p | 2a | 3b | 3p | 3a | 4b | 4p | 4a |
| E-AsTTle - Statistics | 1b | 1p | 1a | 2b | 2p | 2a | 3b | 3p | 3a | 4b | 4p | 4a |
| Adult Numeracy Learning Progressions | Step 1-3 | | | Step 4 | | | Step 5-6 | | | Step 7 | | |
| National Standards | Stage 1-4 | | | Stage 5 | | | Stage 6 | | | Stage 6 | | |

1. Must be enrolled in one of the eligible schools at the time of application [↑](#footnote-ref-1)
2. Riccarton, Hornby, Hillmorton, Lincoln and Rolleston schools and AE Provider Tumananko are piloting a variation to the protocols for AE. [↑](#footnote-ref-2)