

# Registration for home education

## Application for new student/s

The information in this application goes towards approval to home educate and relates to the [Education Act 2015](#)

### Before you fill in the application

The words and expressions used in this application have the same meanings as those defined and referred to in the *Education Act 2015* and within the Home Education Policy and Guidelines.

A parent or guardian of the child concerned must complete this form.

You must complete an application for each child being home educated.

If your application is not complete, it will be returned to you.

Fields marked with asterisk (\*) are mandatory.  
Fields marked with caret (^) are office use only.

#### Section A: student information

Surname*		Given name/s *	
Date of birth*		Gender*	Year level*
Does your child have any newly identified disability or special support needs? *			Yes / No

If yes please provide details of the child's disability or special support needs? \*

You can also 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 B: family information

Complete Section B if information has changed, otherwise leave blank

Parent/s or guardians names*	
Residential address*	
Postal address*	
Home phone*	Mobile phone*
Email address*	

**Section C: parent or guardian information**

Details of the parent or guardian who is responsible for the delivery of home education to the child.

<b>Surname*</b>		<b>Given name/s*</b>	
<b>Relationship to child*</b> (E.g. father, mother, grandparent etc.)			
<b>Evidence you have parental responsibility for child*</b> Acceptable evidence includes a copy of the birth certificate identifying the applicant(s) as parent(s) or a court order allocating parental responsibility to the applicant(s).			Yes / No
<b>Is the child the subject of a current court or tribunal or a parenting plan that would affect your ability to home school your child*</b>  Any parent responsible for home schooling must disclose if there is any order of a court or a tribunal that restricts the ability of the parent applying to provide regular and efficient instruction. A court order may include any of the following: <ul style="list-style-type: none"> <li>• a parenting order</li> <li>• an intervention order</li> <li>• a child protection order (however described).</li> </ul>			Yes / No

**Details of nearest government school**

This information is required to determine which school principal or delegate will conduct the home visit.

<b>Name of government school nearest to your place of residence*</b>		
<b>Approximate distance from this school to your home via road*</b>		kms

**Exemptions from using ACARA approved curriculum**

The Act requires that the curriculum used in a home education program must be one that is approved by ACARA.

Parents who, prior to 1 January 2016, have 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.

<b>Does this apply to your child:*</b>	Yes / No
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## Section D: proposed curriculum

The Education Act requires that the curriculum to be used must be one that is approved by the [Australian Curriculum Assessment and Reporting Authority \(ACARA\)](#).

Australian Curriculum Assessment and Reporting Authority approved curriculum currently includes:

- Australian Curriculum Framework
- International Baccalaureate Primary Years Program and Middle Years Program
- Australian Steiner Curriculum Framework
- Montessori National Curriculum Framework.

### Learning environment and facilities

Please describe the typical space designated for learning and the facilities that will be available for the child, for example

- study space, e.g. size, lighting, ventilation
- facilities, e.g. desk, table, chair, shelves, filing cabinets, cupboards, blackboards, art/craft spaces
- outdoor areas for fitness and physical activities

### Time allocations

Record in the table below the average period of time the child will receive instruction. You need to include:

- 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 25 hours per week for 40 weeks a year in line with the NT Board of Studies policy.

For more information on recommended time allocations for curriculum delivery, go to the [Department of Education website](#).

Hours of instruction per day	Days per week					
Weeks per year						
Learning area	Recommended hours per week					Actual hours per week
Shaded areas become electives at years 9 and 10, student chose one these subjects to study, with the exception of history* which is studied from transition to year 10.						
	T-2	3-4	5-6	7-9	10	
English	7hrs	6hrs 50mins	6hrs	3hrs	3hrs	

<b>Health and physical education</b>	2hrs	2hrs	2hrs	2hrs	2hrs	
<b>Humanities and social sciences</b> (Includes the subjects history*, geography, civics and citizenship and economics and business)	1hr	2hr 30mins	3hrs	3hrs 30mins	3hrs 30mins	
<b>Languages</b> (Japanese, Indonesian, Chinese etc.)	2hrs	2hrs	2hrs	2hrs	2hrs	
<b>Mathematics</b>	5hrs	5hrs	5hrs	5hrs	5hrs	
<b>Science</b> (Includes the subjects biology, physics, chemistry and earth and space)	1hr	1hr	1hr 45mins	2hrs 30mins	3hrs	
<b>Technologies</b> (Includes the subjects design and technologies and digital technologies)	30mins	1hrs	1hr 30mins	2hrs	2hrs	
<b>The Arts</b> (Includes the dance, drama, media arts, music and visual arts)	1hr	1hr 15mins	1hr 15mins	2hrs	2hrs	
<b>Work Studies</b> (Elective for years 9-10 only)	n/a	n/a	n/a	n/a	2hrs	

## Teaching and learning plan

It is compulsory that parents use the Australian Curriculum. Read the [Education Act 2015 for more information](#).

To find the curriculum and achievement standards appropriate for your child's year level go to [Australian Curriculum website](#).

Have you attached a copy of a typical weekly timetable for your child.	Yes / No
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Provide an outline, see below of the teaching and learning plan that will be followed. This information will be 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.

Additional pages may be included if space is not sufficient.

State/list 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.)

## Recording progress and achievement

To enable you to prepare for an assessment of your child's work by the department, it is highly recommended the learning activities, student progress and achievement be collated and recorded.

- A portfolio of annotated samples of your child's work is required for each year of home education.
- Assessment types – checklists, tests, written tasks, projects, videoed performances, rubrics, running records, reflective journal etc.
- Progress and achievement recording will also assist in demonstrating your child's progress and achievements during the home visit each year.

Use of photos as evidence of learning.

Complete the template below. If using a purchased Learning Plan, scope and sequences will not be accepted and will delay your approval.

Subject English	
<b>Focus topics</b>	
<b>Assessment/s</b>	
<b>Resources</b>	
Subject mathematic	
<b>Focus topics</b>	
<b>Assessment/s</b>	

Resources	
<b>Subject health &amp; physical education</b>	
Focus topics	
Assessment/s	
Resources	
<b>Subject humanities &amp; social science</b> (Includes the subjects history, geography, civics and citizenship and economics and business)	
Focus topics	
Assessment/s	
Resources	
<b>Subject science</b>	
Focus topics	
Assessment/s	
Resources	
<b>Subject technologies</b> (Digital technologies and design and technologies)	
Focus topics	
Assessment/s	
Resources	
<b>Subject the arts</b> (Dance, drama, music and visual arts)	
Focus topics	
Assessment/s	
Resources	
<b>Subject work studies</b> (Years 9-10 only)	
Focus topics	

Assessment/s	
Resources	

## 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 and will be in contact with parents/guardians of NAPLAN aged students early in the year 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.

## 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](#).

Record details of any teachers, tutors or instructors.

Name		Teacher registration number	
Dates of registration		Working With Children Clearance	Yes / No
Expiry date			

## Student ID card request

Student name		Registration number ^	
Colour photo (JPEG File)	Yes / No		

### Section E: supporting documentation and declaration

<b>Supporting documentation</b>	
Have you included all your documentation? Use the below checklist to assist you.	
Documents relating to your child's disability or special support needs if applicable attached.  e.g. diagnostic reports, letter from paediatrician/ GP confirming diagnosis, Educational Adjustment Plan from previous school, Health Care Plan.	Yes / No
Photocopies of relevant court orders in relation to the child, if applicable attached.	Yes / No
Colour photo attached. (JPEG File)	Yes / No
Timetable attached	Yes / No
Learning plan attached	Yes / No

## Declaration

	Parent/guardian 1	Parent/guardian 2
I hereby declare that all information provided in this application for home education is correct.	Yes / No	Yes / No
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.	Yes / No	Yes / No
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.	Yes / No	Yes / No
I undertake to comply with any other requirements and obligations under the Home Education policy and guidelines made pursuant to the <a href="#">Education Act 2015</a> .	Yes / No	Yes / No
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.	Yes / No	Yes / No
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	Yes / No



	Name	Signature	Date
Parent/guardian 1			
Parent/guardian 2			

## Further information

Return this application form completed and all attachments to:

Home Education Officer  
 Quality Teaching and Learning  
 Department of Education  
 GPO Box 4821  
 DARWIN NT 0801

You can also scan and email the application and attachments as PDF. Photos must be in JPEG format.  
 Email to [homeeducation.doe@nt.gov.au](mailto:homeeducation.doe@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 2015*.