

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](#) and section 12 of the [Education Regulations](#).

Prior to completing this application parents should read the [Home Education policy and Home Education guidelines](#) 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

This form includes the following sections.

- Section A Family Information
- Section B Child's Information
- Section C Proposed Curriculum
- Section E Supporting Documents and Declaration

APPLICATION RELATES TO YEAR:

SECTION A – FAMILY INFORMATION

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

Details of the parent who is responsible for the delivery of home education to the child. <i>Where the parent conducting the home education is a registered teacher, please provide details of registration.</i>			
Surname		Given Names	
Teacher Registration Number (if appropriate)			

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

SECTION B – CHILD'S INFORMATION

Child's surname	
Child's given name/s	
Date of Birth	
Child's Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Child's Current School <i>(Please state your reason if your child is not currently enrolled in a school or if they are leaving their current school)</i>	
Child's Year Level	
Does your child have a disability or special support needs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes please provide details of the child's disability or special support needs? <i>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.</i>	

SECTION C – PROPOSED CURRICULUM

1) 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.

If the proposed curriculum is not an ACARA approved curriculum parents must complete section below regarding seeking an exemption.

Name of the curriculum to be used	
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2) Exemption from ACARA approved curriculum

An exemption may also be granted where it is deemed appropriate to do so due to special circumstances.

Are you seeking an exemption	<input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for exemption	<input type="checkbox"/> Approval prior to 1 January 2016 <input type="checkbox"/> Special Circumstances – please provide details below
Details of the special circumstances (please provide any relevant supporting documentation)	

3) Learning environment and facilities

Describe the space designated for learning and the facilities that will be available for the child/ren, for example

- study space, eg size, lighting, ventilation
- facilities, eg desk, table, chair, shelves, filing cabinets, cupboards, blackboards
- outdoor areas for fitness and physical activities.

4) Time allocations

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

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 the Dance, Drama, Media Arts, Music and Visual Arts)	1:00	1:15	1:15	2	2	
Work Studies (Elective for Years 9-10 only)	n/a	n/a	n/a	n/a	2	
Total 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.

5) Weekly Lesson Plan

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					

Please state the subjects or aspects of learning for which your child received 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.)

6) Teaching & Learning Plan

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.

English

Topics / Foci and Skills to be Learned

Assessment

Resources

Languages Please state which language/s will be studied.
Topics / Foci and Skills to be Learned
Assessments
Resources

Mathematics
Topics / Foci and Skills to be Learned
Assessments
Resources

Science
Topics / Foci and Skills to be Learned
Assessments
Resources

Technologies (Digital Technologies and Design and Technologies)
Topics / Foci and Skills to be Learned
Assessments
Resources

The Arts (Dance, Drama, Media, Music and Visual Arts)
Topics / Foci and Skills to be Learned
Assessments
Resources

Work Studies Years 9-10 (only)
Topics / Foci and Skills to be Learned
Assessments
Resources

7) Recording progress and achievement

How will 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.

8) NAPLAN participation

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. <i>School Support Services will forward information and tests to you during the year.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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9) 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 the 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](#).

Please record details of any teachers, tutors or instructors.

Name	Teacher Registration Number and dates of registration	Working With Children Clearance and expiry date

SECTION D: SUPPORTING DOCUMENTATION AND DECLARATION

1) Supporting documentation

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

2) 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 visits to occur from time to time by a delegated department offer and agree to accommodate visits 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*.

	Name	Signature	Date
Parent 1			
Parent 2			