



## Orewa Kāhui Ako Learning Support Register Consent Form for Parent/Caregivers

### Why we are sharing information?

Our kura/School is part of a group of education providers that shares information to:

- identify children and young people who might need additional learning support.
- decide what, **if** any additional learning support would help children and young people, whether individually or in groups.
- ensure that the adults who work with children (such as teachers or teacher aides) have the skills and resources they need to support students.

The Ministry of Education may use information on the register for the purpose of administration and analysis, for example to find out about the overall numbers of children requiring specific types of support. This will allow the Ministry to plan ahead for numbers of staff and specialists, and other services and types of support required.

### What information we will share?

The members of our Orewa Kāhui Ako/Community of Learning are Dairy Flat School, Orewa College, Orewa Primary School, Orewa North Primary School, Silverdale School, Wainui School. The Ministry of Education share information for a collective learning support register that contains:

- name, gender and ethnicity to identify support that reflects the child's identity, language and culture.
- date of birth and year level, to identify support that is appropriate to their age.
- the type of support needed.
- any health issue, disability or learning difficulty requiring particular types of support.
- services and support they are already receiving.

If you agree, should your child need support, we will put information about your child's needs on the Orewa Kāhui Ako/Community of Learning Support Register.

### Who will see the information?

Only a small representative team of Orewa Kāhui Ako personnel will have access to the register for the purposes explained in the first paragraph. It may include:

- a designated school staff member from your child's kura/school with responsibility for learning support (e.g. Learner Support Teacher).
- the Kāhui Ako Learner Support Coordinator.
- Resource Teacher Learning and Behaviour in the Twin Coast Cluster.
- the Kāhui Ako designated CAMHS (Child Adolescent Mental Health Service) clinicians.
- A Ministry of Education staff member.

This group will meet regularly to discuss the register and how best to respond to the needs of children and young people on the register.

**Note** - In some situations, other organisations may be able to help to determine the appropriate support for a child or young person. We will seek your agreement as the parent/caregiver **before** other organisations are involved.

**How we will keep the information safe?**

Any information will be transmitted and stored securely via password protected files, which only authorised people will be able to access. Information about children and young people no longer enrolled with a school in the Orewa Kāhui Ako will be removed from the register.

Students no longer needing learning support will be kept on the register and monitored for a time then removed from the group register.

Information will be automatically transferred when your child transitions to another school within the Orewa Kahui Ako. e.g transition to Orewa College. If your child transitions to a school outside the Orewa Kahui Ako, your permission will be sought to transfer information regarding your child.

**How you can see and correct the information?**

You, as a parent can request access to the information through the school/kura Principal and may correct any inaccuracies.

**What will happen if you don't agree to your child's information being shared?**

If you do not agree to your child's information being included on the register, we will still provide support for your child's needs within our kura/school but if your child's information is not on the register, they may not be able to gain early access to resources provided across the group.

You can decide to withdraw your consent at any time by contacting your school.

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**Orewa Kāhui Ako Learning Support Register Consent Form**

I agree to personal information about \_\_\_\_\_ *[child's name]* being included on the register and that information being shared with the group of people listed for the purposes explained above.

I also agree / do not agree to my child's information being passed on to my child's new school in the time of transition within the Orewa Kahui Ako: yes/no  
school outside Orewa Kahui Ako: yes/no

Parent's Name \_\_\_\_\_ School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Dual Parent signature (required for shared parenting arrangements): \_\_\_\_\_

Room \_\_\_\_\_ Teacher \_\_\_\_\_