

RS61CS Annual Return of Children and Staff at The Correspondence School at 1 July 2009

Bryce Pedersen, ECE Principle
The Correspondence School
Private Bag 39992
Thorndon
Wellington

Management Contact Name
Street
Box
Suburb
Town/City

Early Childhood service number:		498
	Name:	The Correspondence School
Postal address:	Street/PO Box:	Private Bag 39992
	Suburb:	Thorndon
	City:	Wellington
Location Address:	Street:	11 Portland Street
	Suburb:	Thorndon
	City:	Wellington

Management contact:	Telephone no:	04 473 6841
	Fax number:	04 471 2406
	ECE section e-mail:	
Other details:	Authority/Ownership:	State
	Association/Group:	Early Childhood Section
	Type of service:	The Correspondence School

IMPORTANT:

How to complete the RS61CS form: refer to question footnotes as well as the notes and guidelines in the accompanying letter. For assistance contact ece.statistics@minedulgovt.nz or Telephone (04) 463 8061.

Ensure the completed form is signed, see the last page for the declaration.

The latest date a completed and signed form is due at the Ministry is Monday 13th July 2009.

Mail to: Free Post Authority Number 159045, Data Collection Unit, Ministry of Education,
Private Box 1666, Wellington.

If any information printed on this page is incorrect please provide corrected details to:
Ministry of Education, 2nd Floor 19 Market Grove, P O Box 30177, Lower Hutt.
Telephone: 04 463 8699 or fax: 04 463 8698.

Purpose of this Return: The information collected from this return contributes to a comprehensive information base on early childhood education in New Zealand, and is used in the development of policy and monitoring early childhood education. Information on ethnicity and gender is collected to enable the Ministry to monitor whether these groups have equal access to early childhood education.

Information Privacy: This return does not identify individual children or individual adults. Child and adult names remain confidential to the service.

Definition of Terms used in this Form

- **Regular Roll:** Children enrolled at your service on a regular ongoing basis.
- **Casual Attendance:** Children who attended during the week, but are not booked to attend your service on a regular ongoing basis.

Ethnicity: Statistics New Zealand defines Ethnicity as “the ethnic group or groups that people identify with or feel they belong to. Ethnicity is a measure of cultural affiliation, as opposed to race, ancestry, nationality or citizenship. Thus, ethnicity is self-perceived and people can affiliate with more than one ethnic group.” This information is used to monitor the participation, retention and achievement of different ethnic groups in the New Zealand population.

For the purposes of the roll returns, children must be reported in one ethnic group only. The Ministry uses the same system of priority reporting that has been used by Statistics New Zealand.

To determine which ethnic group to report for a particular child, **start at the top** of the ethnicity list below and use the first ethnicity that applies to this child, then look to the right-hand columns for the ethnic group for the relevant roll return tables.

Note: The Pasific Peoples group has been designed to ensure Pasific groups are recorded.

Example: Ethnicity recorded as Tongan/Niuean, assign to Niuean.

Code or meaning on student's enrolment form or record		Report students in one group only
Code	Ethnicity list	Ethnic group
211	Māori	Māori
351	Tokelauan	Tokelauan
361	Fijian	Fijian
341	Niuean	Niuean
331	Tongan	Tongan
321	Cook Island Māori	Cook Island Māori
311	Samoan	Samoan
371	Other Pacific Peoples	Other Pacific Peoples
411	Filipino	Southeast Asian
412	Cambodian	
413	Vietnamese	
414	Other Southeast Asian	
431	Indian	Indian
421	Chinese (Taiwanese)	Chinese

441	Sri Lankan	Other Asian
442	Japanese	
443	Korean	
444	Other Asian	
511	Middle Eastern	Middle Eastern, Latin American, African
521	Latin American	
531	African	
611	Other ethnicity	Other Ethnicity
999	Not stated	
128	Australian	Other European
121	British /Irish	
127	German	
122	Dutch	
123	Greek	
124	Polish	
125	South Slav	
126	Italian	
129	Other European	
111	NZ European/Pākehā	NZ European/Pākehā

Iwi Affiliation: Iwi authorities are increasingly interested in the educational participation and achievement of their children. Including iwi affiliation in the return will provide information at a statistical level that will allow iwi, services and the Ministry to understand current opportunities and challenges and to focus effort in the areas of greatest need.


For more information use the Ministry of Education, Education Counts website:

<http://www.educationcounts.govt.nz> (keyword search Iwi codes)

Student Management Systems

A Are your children records kept on a computerised student management system?


No  Go to next page


Yes  Go to B

B Please tick the type of student management system used at your service:

✓	Name of SMS	Version
	KOMS	
	INFO-CARE	
	APT CHILDCARE	
	FIRSTBASE	
	CENTAMIS	
	KIDIWINKS	
	SUMNER	
	Other, please state:	

C Are print-out tables from your student management system attached to this form?

Yes  Go to next page

No  Please explain why not

Please explain why your SMS tables are not attached

QUESTION 1 DUAL ENROLMENTS ONLY: Dual ECE enrolments by age, gender and ethnicity

For the week 22 June to 28 June 2009, record the age, gender, and ethnicity of all dual enrolments.

Age of Children in Years at 1 July 2009 Ethnic group classification ¹	Number of Children by Ethnic Group												Total number of children
	Under 1 year		1 year		2 years		3 years		4 years		5 years		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Māori													
Tokelauan													
Fijian													
Niuean													
Tongan													
Cook Islands Māori													
Samoaan													
Other Pacific Peoples													
South East Asian (e.g. Vietnamese)													
Indian													
Chinese													
Other Asian (e.g. Japanese, Korean)													
Middle Eastern, Latin American and African													
Other Ethnicity (Sth & Central American Indian, Not Stated)													
NZ European/Pakeha													
Other European (e.g. British, Greek)													
Age and gender totals													

1. Refer to "Definition of Terms" for ethnic group classification — on the reverse of the front page.

If ethnic classification is unknown record child details under, NZ European/Pakeha.

QUESTION 2 All ECE enrolments (dual and full-time) by age, gender and ethnicity

For the week 22 June to 28 June 2009, record the age, gender, and ethnicity of all dual and full-time enrolments.

Age of Children in Years at 1 July 2009 Ethnic group classification ¹	Number of Children by Ethnic Group												Total number of children
	Under 1 year		1 year		2 years		3 years		4 years		5 years		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Māori													
Tokelauan													
Fijian													
Niuean													
Tongan													
Cook Islands Māori													
Samoaan													
Other Pacific Peoples													
South East Asian (e.g. Vietnamese)													
Indian													
Chinese													
Other Asian (e.g. Japanese, Korean)													
Middle Eastern, Latin American and African													
Other Ethnicity (Sth & Central American Indian, Not Stated)													
NZ European/Pakeha													
Other European (e.g. British, Greek)													
Age and gender totals													

1. Refer to "Definition of Terms" for ethnic group classification — on the reverse of the front page.

If ethnic classification is unknown record child details under, NZ European/Pakeha.

QUESTION 3: Iwi affiliation¹ of currently enrolled children recorded as NZ Māori, in question 2.

For each currently enrolled NZ Māori child please record below the date they first started at your service, tick their age at 1 July 2009 and their gender, then record up to three iwi affiliation codes.

	Date the child first started at your service (Month and Year)	Age at 1 July 2009 ²						Gender ²		Iwi affiliation codes ¹		
		Under 1 year	1 Year	2 years	3 years	4 years	5 years	Male	Female	Iwi affiliation	Iwi affiliation	Iwi affiliation
Example	January 2005					✓			✓	0600	0702	2013
Child 1												
Child 2												
Child 3												
Child 4												
Child 5												
Child 6												
Child 7												
Child 8												
Child 9												
Child 10												
Child 11												
Child 12												
Child 13												
Child 14												
Child 15												
Child 16												
Child 17												

Child list continues on the following page

1. Statistics NZ: New Zealand Standard Classification of Iwi (2000) for statistical purposes only. Access iwi codes on: www.minedu.govt.nz (search for Iwi codes) or email: iwi.data@minedu.govt.nz or contact the National Office, Ministry of Education, P O Box 1666, Thorndon, Wellington.
2. The age and gender totals cannot be greater than age and gender totals for question 2.

Age and gender totals cannot be greater than NZ Māori age and gender totals for Question 2.

Age and gender totals cannot be greater than NZ Māori age and gender totals for Question 2.

Continued: QUESTION 3: Iwi affiliation of currently enrolled children recorded as NZ Māori in question 2

	Date the child first started at your service (Month and Year)	Age at 1 July 2008 ²						Gender ²		Iwi affiliation codes		
		Under 1 year	1 Year	2 years	3 years	4 years	5 years	Male	Female	Iwi affiliation	Iwi affiliation	Iwi affiliation
Example	January 2005					✓			✓	0600	0702	2013
Child 18												
Child 19												
Child 20												
Child 21												
Child 22												
Child 23												
Child 24												
Child 25												
Child 26												
Child 27												
Child 28												
Child 29												
Child 30												
Child 31												
Child 32												
Child 33												
Child 34												
Child 35												
Child 36												
Child 37												
Child 38												
Child 39												
Child 40												
Child 41												
Child 42												
Child 43												
Child 44												

Note: If you have more than 44 NZ Māori children currently enrolled please attach a page with their details, as above - thank you.

QUESTION 4: Current waiting time for all ECE (dual and full-time) 'eligible' enrolments

(To be defined as 'eligible' a child meets age or other requirements of the Correspondence School.)

If an 'eligible' child wanted to start at 22 June 2009, how long would they have to wait before they could commence?

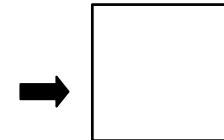
For each age level in the boxes below, please **indicate with a tick** how long an eligible child would have to wait to attend your service.

Age of Child at 22 June 2009 Waiting time at 22 June 2009	Under 1 year		1 year		2 years		3 years		4 years	
	medical ¹	Itinerant/ distance	medical ¹	Itinerant/ distance	medical ¹	Itinerant/ distance	medical ¹	Itinerant/ distance	medical ¹	Itinerant/ distance
No waiting time										
1 month or less										
More than 1 month and up to 3 months										
More than 3 months and up to 6 months										
More than 6 months and up to 12 months										
More than 12 months										
Not applicable (if the Correspondence School is not licensed for an age group, please tick that box in this row).										

1. Medical includes: special education, special circumstances, medical.

QUESTION 5: Estimated number of weeks The Correspondence School will be operating from 1 July 2009 to 30 June 2010

In the year from 1 July 2009 to 30 June 2010, how many weeks do you expect your service to be operating for early childhood education?
(Count each part week as one whole week.)



(estimated
operating
weeks)
(max 52)

QUESTION 6: Paid support¹ staff, paid by The Correspondence School

For the week 22 June to 28 June 2009, did you have paid support¹ staff employed at your service during child contact hours?

(Tick one box)

No → Go to Question 7

Yes → Give details below

	Paid Full-time ³ Support Staff		Paid Part-time ³ Support Staff			
	Number of full-time paid support staff		Number of part-time paid support staff (head count)		Total hours part-time paid support staff are employed	
	Male	Female	Male	Female	Male	Female
Totals for paid support staff						

1. Support staff are **primarily engaged** in maintenance, cleaning, food preparation or administrative support.
2. 25 hours per week or more is considered full-time for the purposes of this return.

QUESTION 7: Highest ECE qualification held by usual¹ ECE teaching staff

For the week 22 June to 28 June 2009, record the number of usual¹ ECE teaching staff employed by their highest ECE qualification.

Usual ECE teaching staff (do not include specialist staff) by highest ECE qualification held.

Highest ECE qualification held by usual ECE teaching staff:	Full-time ³ usual teaching staff		Part-time ³ usual teaching staff			
	Number of full-time teaching staff		Number of part-time teaching staff		Total child contact hours worked by part-time staff	
	Male	Female	Male	Female	Male	Female
Has a Masters of Education or other post-graduate ECE qualification ⁴ and also has an ECE teaching qualification ^{5,6} approved by the NZ Teachers Council (NZTC) ⁷						
Has a Masters of Education or other post-graduate ECE qualification ⁴ but does not also have an ECE teaching qualification ^{5,6} approved by the NZTC ⁷						
Has an ECE teaching qualification eg; Bachelor, Diploma or Graduate Diploma, approved by the NZTC ⁷						
Has another ECE teaching qualification ⁶ approved by the NZTC ⁷						
Has any other ECE teaching qualification or certificate ⁸ not approved by the NZTC ⁷ , or holds lic. points						
Does not have any ECE teaching qualification but has another ⁹ teaching qual, approved by the NZTC ⁷						
Does not have any ECE qualification						
Totals						

1. Usual means the people who would normally be teaching, therefore do not include day-to-day relievers etc.
2. Teaching Staff are **primarily engaged** in the education and care of children.
3. 25 hours per week or more child contact time is considered full-time for the purposes of this return.
4. Includes: Master of Teaching and Learning - with a major in ECE or Early Years; Advanced Dip. Tchg (ECE); Higher Dip. Tchg (ECE).
5. An ECE teaching qualification e.g. Bachelor, Diploma or Graduate Diploma.
6. Other ECE teaching qualifications include: a NZQA equivalent qualification gained before 1995; a NZFKU Diploma; or an overseas qualification recognised by NZQA to be equivalent to a Diploma of Teaching (ECE).
7. Approved by the NZ Teachers Council means the holder of the qualification can become a registered teacher.
8. Includes: National Certificate in ECE and Care (level 5); PIECCA Diploma; Diploma of Tchg. (ECE) not recognised by the NZTC i.e. Seacoh, Chrysalis, Creative Learning Environment or Playcentre qualifications.
9. Primary or Secondary teaching qualification.

QUESTION 8: Currently in study for ECE teacher education qualifications or other ECE qualifications

For the week 22 June to 28 June 2009, were any of the usual teaching staff, recorded in question 8, currently studying for ECE teacher education qualifications or other ECE qualifications?

(Tick one box)
 No → Go to Question 9.
 Yes → Give details in applicable Table.
 Staff to be recorded in either Table 1 or Table 2, but not in both Tables.

Table 1: For staff who do NOT hold a NZ Teachers Council-approved¹ ECE qualification and are in study for an ECE qualification. Record only the highest level of ECE qualification being studied and expected year of graduation for each teacher.

Highest level of current ECE study for staff who do NOT hold a NZTC-approved ECE qualification and are in study for an ECE qualification:	Expected year of graduation								Total in study by qualification
	2009		2010		2011		2012 +		
	M	F	M	F	M	F	M	F	
Master of Education or other post-graduate ECE qualification									
An NZTC-approved ¹ Bachelor level ECE teaching qualification									
An NZTC-approved ¹ Diploma level ECE teaching qualification									
Graduate Diploma of Teaching (ECE) approved ¹ by the NZ Teachers Council									
Any other ECE tchg. qualification or certificate not approved ¹ by the NZTC									

1. Approved by the NZ Teachers Council means the holder of the qualification can become a registered teacher.

Table 2: For staff who DO hold a NZ Teachers Council-approved¹ ECE qualification and are in study for another ECE qualification. Record only the highest level of ECE qualification being studied and expected year of graduation for each teacher.

Highest level of current ECE study for staff who DO hold a NZTC-approved ¹ ECE qualification and are in study for another ECE qualification:	Expected year of graduation								Total in study by qualification
	2009		2010		2011		2012 +		
	M	F	M	F	M	F	M	F	
Master of Education or other post-graduate ECE qualification									
An NZTC-approved ¹ Bachelor level ECE teaching qualification									
Any other ECE qualification or certificate not approved ¹ by the NZTC									

1. Approved by the NZ Teachers Council means the holder of the qualification can become a registered teacher.

Usual teaching staff in study are to be recorded in either Table 1 or Table 2 but not in both Tables.

QUESTION 9: Current NZ Teachers Council (NZTC) registration status, including not NZTC-registered, by highest ECE qualification

For the week 22 June to 28 June 2009, record the number of usual ECE teaching staff by their current NZ Teachers Council registration status, including not NZTC registered, and by their highest ECE qualification.

Registration status or not registered Highest ECE qualification held	Number of usual ECE teaching staff by the NZ Teachers Council registration status, including not NZTC-registered usual teaching staff												Totals by qualification (must agree with question 8)
	Holders of the NZTC practising certificate which is NZTC full registration ⁶		Holders of the NZTC practising certificate which is subject to NZTC confirmation ⁷		Holders of the NZTC practising certificate which is NZTC provisional ⁸		Have full NZTC registration but do not hold the NZTC practising certificate		Holders of Limited Authority to Teach (LAT) ⁹ issued by the NZTC		Not a NZTC registered teacher		
	M	F	M	F	M	F	M	F	M	F	M	F	
Has a Masters of Education or other post-graduate ECE qualification ¹ <u>and also has</u> an ECE teaching qualification ^{2,3} approved by the NZTC ⁴													
Has a Masters of Education or other post-graduate ECE qualification ¹ <u>but does not also have</u> an ECE teaching qualification ^{2,3} approved by the NZTC ⁴													
Has an ECE teaching qualification.e.g; Bachelor, Diploma or Graduate Diploma, approved by the NZTC ⁴													
Has another ECE teaching qualification ³ approved by the NZTC ⁴													
Has any other ECE qual. or certificate ⁵ <u>not</u> app by NZTC ⁴ or holds lic. points													
Does not have any ECE tchg qual <u>but</u> has another ¹⁰ tchg qual appr by NZTC													
Does not have any ECE qualification													
Totals by registration or not registered													

1. Includes: Master of Teaching and Learning - with a major in ECE or Early Years; Advanced Dip. Tchg (ECE); Higher Dip. Tchg (ECE).
2. An ECE teaching qualification e.g. Bachelor, Diploma or Graduate Diploma.
3. Other ECE teaching qualifications include: a NZQA equivalent qualification gained before 1995; a NZFKU Diploma; or an overseas qualification recognised by NZQA to be equivalent to a Diploma of Teaching (ECE).
4. Approved by the NZ Teachers Council means the holder of the qualification can become a registered teacher.
5. Includes: National Certificate in ECE and Care (level 5); PIECCA Diploma; Diploma of Tchg. (ECE) not recognised by the NZTC i.e. Seacoh, Chrysalis, Creative Learning Environment or Playcentre qualifications.
6. Teachers who have satisfactorily completed 2 years of teaching in NZ in the last 5 years.
7. Experienced teachers from overseas and experienced NZ teachers who have taught for less than 2 of the last 5 years in NZ.
8. Beginning teacher. A newly graduated teacher who has not been an ECE qualified teacher before although they may have had previous ECE experience.
9. LAT issued by the NZTC: e.g. a person without a recognised teaching qualification but with relevant skills and experiences to advance the learning of students.
10. Primary or Secondary teaching qualifications.

The number of staff by qualification must agree with the number of staff by qualification in question 7.

QUESTION 10: Ethnicity¹ by current NZ Teachers Council-registration status, including not NZTC registered

For the week 22 June to 28 June 2009, record the number of usual ECE teaching staff by their current NZ Teachers Council registration status and ethnicity.

	Holders of the NZTC practising certificate which is NZTC full registration ²		Holders of the NZTC practising certificate whose registration is subject to NZTC confirmation ³		Holders of the NZTC practising certificate whose NZTC registration is provisional ⁴		Have full NZTC registration but do not hold the NZTC practising certificate		Holders of Limited Authority to Teach (LAT) ⁵ issued by the NZTC		Not a NZTC registered teacher		Totals by ethnicity
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Māori													
Tokelauan													
Fijian													
Niue													
Tongan													
Cook Islands Māori													
Samoaan													
Other Pacific Peoples													
South East Asian (e.g. Vietnamese)													
Indian													
Chinese													
Other Asian (e.g. Japanese, Korean)													
Middle Eastern, Latin American, African													
Other Ethnicity (S th & Central American Indian, Not Stated)													
NZ European/Pakeha													
Other European (e.g. British, Greek)													
Total Registration/not registered													

1. Refer to 'Definition of Terms' for ethnic group classification – on the reverse of the front page.

2. Teachers who have satisfactorily completed 2 years of teaching in NZ in the last 5 years.

3. Experienced teachers from overseas and experienced NZ teachers who have taught for less than 2 of the last 5 years in NZ.

4. Beginning teacher. A newly graduated teacher who has not been an ECE **qualified** teacher before although they may have had previous ECE experience.

5. LAT issued by the NZTC: e.g. a person without a recognised teaching qualification but with relevant skills and experiences to advance the learning of students.

Totals by NZTC registration and not NZTC-registered must agree with question 9.

QUESTION 11: Highest ECE qualification by ethnicity

For the week 22 June to 28 June 2009, record the number of usual ECE teaching staff by highest ECE qualification, ethnicity and gender.

	Has a Masters of Education or other post-graduate ECE qual ¹ .and also has an ECE tchg qual ^{2,3} appr by the NZTC ⁴		Has a Masters of Education or other post-graduate ECE qual ¹ but does NOT also have an ECE tchg qual appr by NZTC ⁴		Has an ECE tchg qual. e.g. Bachelor, Diploma or Graduate Diploma, approved by the NZTC ⁴		Has another ³ ECE teaching qualification approved by the NZTC ⁴		Has any other ⁵ ECE qual or certificate not appr. by the NZTC ⁴ ; or holds licensing points.		Does not have any ECE tchg qual but has another ⁶ Tchg qual appr NZTC		Does not have any ECE qualification		Ethnic Totals (must agree with question 11)
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Māori															
Tokelauan															
Fijian															
Niue															
Tongan															
Cook Islands Māori															
Samoan															
Other Pacific Peoples															
South East Asian (e.g. Vietnamese)															
Indian															
Chinese															
Other Asian (e.g. Japanese, Korean)															
Middle Eastern, Latin American, African															
Other Ethnicity (S th & Central American Indian, Not Stated)															
NZ European/Pakeha															
Other European (e.g. British, Greek)															
Qualification totals: (must agree with question 8)															

1. Includes: Master of Teaching and learning – with a major in ECE or Early Years; Advance Dip. Tchg (ECE); Higher Dip. Tchg (ECE).

2. An ECE teaching qualification e.g. Bachelor, Diploma or Graduate Diploma.

3. Other ECE qualifications include: a NZQA equivalent qualification gained before 1995; a NZFKU Diploma or an overseas qualification recognised by NZQA to be equivalent to a Diploma of Teaching (ECE).

4. Approved by the NZ Teachers Council means the holder of the qualification can become a registered teacher.

5. Includes: National Certificate in ECE and Care (level 5); PIECCA Diploma; Diploma of Tchg. (ECE) not recognized by the NZTC i.e. Seacoh, Chrysalis, Creative Learning Environment or Playcentre qualifications.

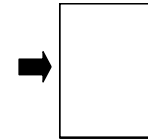
6. Primary or Secondary teaching qualification.

QUESTION 12: Permanently-appointed¹ paid ECE teaching staff

The purpose of this question is to record the number of permanently-appointed paid ECE teaching staff at your service for the week 22 June to 28 June 2009.

Permanently-appointed¹ paid ECE teaching staff.

For the week 22 June to 28 June 2009, how many permanently-appointed¹ paid teaching staff did you have at your service?



1. For the purpose of this return **permanently** means "an employee in an established position in a non-relieving capacity".

QUESTION 13: Recruitment/Appointment of permanently-appointed¹ paid ECE teaching staff in the year between 1 July 2008 and 30 June 2009

Did you appoint any permanent paid ECE teaching staff to your service in the year between 1 July 2008 and 30 June 2009? No → Go to question 14

Record the total number of paid ECE teaching staff who were permanently appointed to your service in the year between 1 July 2008 and 30 June 2009. Include those appointed that have since left your service. Yes → Give details below

Record paid staff by their highest ECE teaching qualification held when completing this form and where they were recruited from.

	Permanently-appointed paid ECE teaching staff including those who have since left your service				Previous ECE activity unknown	Totals by qualification
	Came directly from another ECE service		Did not come directly from another ECE service			
	and has worked as a permanently-appointed paid ECE teacher before	but has NOT previously worked as a permanently-appt paid ECE teacher (but may have been temporary relieving or on work experience)	and has worked as a permanently-appointed paid ECE teacher before	but has NOT previously worked as a permanently-appt paid ECE teacher (but may have been temporary relieving or on work experience)		
Highest ECE qualification held <u>when completing this form</u> ;						
Has a Masters of Education or other post-graduate ECE qual ² <u>and also has</u> an ECE teaching qual ^{3,4} approved by the NZTC ⁵						
Has a Masters of Education or other post-graduate ECE qual ² <u>but does not also</u> have an ECE teaching qual ^{3,4} app by the NZTC ⁵						
Has an ECE teaching qualification eg; Bachelor, Diploma or Graduate Diploma, approved by the NZTC ⁵						
Has another ⁴ ECE teaching qualification approved by the NZTC ⁵						
Has any other ⁶ ECE qualification or certificate <u>not</u> approved by the NZTC ⁵ , or holds licensing points						
Does not have any ECE teaching qualification <u>but</u> has another ⁷ teaching qualification, approved by the NZTC ⁷						
Does not have any ECE qualification						
Qualification status not known						
Totals						

1. For the purposes of this return permanently means "an employee in an established position in a non-relieving capacity".
2. Includes: Master of Teaching and learning – with a major in ECE or Early Years; Advance Dip. Tchg (ECE); Higher Dip. Tchg (ECE).
3. An ECE teaching qualification e.g.; Bachelor, Diploma or Graduate Diploma.
4. Other ECE teaching qualifications include: a NZQA equivalent qualification gained before 1995; a NZFKU Diploma or an overseas qualification recognised by NZQA to be equivalent to a Diploma of Teaching (ECE).
5. Approved by the NZTC means the holder of the qualification can become a registered teacher.
6. Includes: National Certificate in ECE and Care (level 5); PIECCA Diploma; Diploma of Tchg. (ECE) not recognised by the NZTC i.e. Seacoh, Chrysalis, Creative Learning Environment or Playcentre qualifications.
7. Primary or Secondary teaching qualification.

QUESTION 14: Resignation of permanently-appointed¹ paid ECE teaching staff in the year between 1 July 2008 to 30 June 2009



Did any permanently-appointed¹ paid ECE teaching staff resign from your service in the year between 1 July 2008 and 30 June 2009? No  Go to question 15

Table 1: Record the total number of permanently-appointed paid ECE teaching staff who resigned from your service in the year between 1 July 2008 and 30 June 2009 by the length of time they had been at your service.

Yes  Answer Tables 1, 2 and 3 below.

Paid ECE teaching staff who resigned from your service (by time employed at your service)	Nature of Movement	Number of paid ECE teaching staff by years spent at your service				Totals by nature of movement
		1 year or less	More than 1 and up to 2 years	More than 2 and up to 5 years	More than 5 years	
	Gone to another ECE position					
	Other					
	Unknown					
Totals						

1. For the purposes of this return permanently means "an employee in an established position in a non-relieving capacity".

Table 2: Record the total number of permanently-appointed paid ECE teaching staff who resigned from your service between 1 July 2008 and 30 June 2009 by the highest ECE qualification or licensing points they held when they left your service.

Paid ECE teaching staff who resigned from your service (by qualifications or licensing points)	Nature of Movement	Number of paid ECE teaching staff by qualifications or licensing points							Totals by nature of movement (to agree with Table 1)
		Master of Edu ² and an NZTC-app. ECE qual ^{3,4}	Master of Edu ² but no NZTC-app. ECE qual ^{3,4}	NZTC-approved ECE teaching qual ³	Another ⁴ NZTC-appr ECE teachg qual.	Any other ⁶ ECE qual. or Cert. <u>not</u> NZTC-app ⁵ ; or Lic. Pts.	No ECE tchg qual but has another ⁷ NZTC tchg qual	No ECE qualification	
	Gone to another ECE position								
	Other								
	Unknown								
Totals									

2, 3, 4, 5, 6 and 7, for explanations of notations refer to footnotes 2 to 7 on question 14.

Table 3: Record the total number of permanently-appointed paid ECE teaching staff who resigned from your service between 1 July 2008 and 30 June 2009 by the NZ Teachers Council registration status they held when they left your service.

Paid ECE teaching staff who resigned from your service (by NZ Teachers Council registration status)	Nature of movement	Number of paid teaching ECE staff by the NZ Teachers Council registration status		Totals by nature of movement (to agree with Table 1 and 2)
		NZTC registered (include all types of NZTC registration)	Not NZTC registered	
	Gone to another ECE position			
	Other			
	Unknown			
Totals				

When Tables 1, 2 and 3 are answered go to question 15.

QUESTION 15: Relationships with local schools

Does your ECE section of The Correspondence School provide or make available links with local schools? No → Go to question 16
Yes → See below, tick either 'yes' or 'no' to each question

- (i) Do you share the facilities at any of your local schools? Yes No
- (ii) Do you provide transition visits to/from any local schools (i.e. new entrant classes) ? Yes No
- (iii) Do any of the local schools support the recruitment of children into your service? Yes No
- (iv) Do you provide information to parents/caregivers on any local schools (i.e. prospectuses, pamphlets, news-sheets, information packs)? Yes No
- (v) Do you have relationships with schools other than any of the above relationships? (if 'yes' please specify below) Yes No

Make sure you have ticked either 'yes' or 'no' when answering questions (i) to (v).

QUESTION 16: Services additional to Early Childhood Education provided by your service

Does the ECE section of The Correspondence School provide or make available any services other than early childhood education?

No



Go to next page and sign the declaration

Yes



See below, tick the relevant boxes

(i) Out-of-school care and recreation (e.g. OSCAR) services

(ii) Child health services provided or made available on site:

- visiting doctor
- visiting nurse
- immunisation
- ear checks
- eye checks
- Well Child visits
- dental health visits

(iii) Does your service liaise with other agencies to provide services for individual parents and children?

- counselling
- iwi social services
- community workers
- children's supervised access
- GSE/accredited service provider
- social workers and/or CYFS workers

(iv) Parenting programmes and information:

- parent education programmes (eg. focusing on child learning and development, child health etc.)
- provision of information (eg. pamphlets, booklets on parenting and child development)

(v) **Other** (please specify)

DECLARATION

This completed form must be signed by the *person who filled out the form* and the *management contact*

I certify that, to the best of my knowledge, the information contained in this form is true and correct in every particular.

.....
Person who filled out the form Signature Date Phone number

.....
Management contact Signature Date Phone number

We appreciate your co-operation and assistance in completing this form — thank you.

The latest date a completed and signed form is due at the Ministry is Monday 13th July 2009.

Mail to: Free Post Authority Number 159045, Data Collection Unit, Ministry of Education,
Private Box 1666, Wellington.

If any information printed on the cover page is incorrect please provide corrected details to:

Ministry of Education, Level2, 19 Market Grove, P O Box 30177, Lower Hutt.

Telephone: 04 463 8699 or fax: 04 463 8698.

Checklist

Use this list to help you check that you have completed all requirements for this Roll Return.

RS61 Checklist for July 2009		✓
Contact details on the front page of this form have been checked and amended as required.		
Every question on the RS form is complete, including those not printed from your SMS.		
Computer-generated tables, have been checked by the Manager and are attached. <i>(If print quality is poor, please transfer figures to RS form.)</i>		
Where tables have been completed manually, totals have been calculated for each row and each column.		
Totals have been checked for consistency between questions as detailed below		
<ul style="list-style-type: none"> • Question 3 – Iwi affiliation of currently enrolled children: Age and gender totals cannot be greater than Māori age and gender totals for Question 2. 		
<ul style="list-style-type: none"> • Question 5 – Estimated number of weeks: Number of weeks service in operation 		
<ul style="list-style-type: none"> • Question 6 – Paid support staff, paid by your service: Total hours for <u>part-time</u> staff provided ` 		
<ul style="list-style-type: none"> • Question 7 – Highest ECE qualification held by usual teaching staff: All full- and part-time male/female teaching staff /co-ordinators recorded here should also be recorded in Questions 9,10 & 11. 		
<ul style="list-style-type: none"> • Questions 7 & 9 – Highest ECE qualification rows match 		
<ul style="list-style-type: none"> • Questions 9 &10 – NZTC registration status columns match 		
<ul style="list-style-type: none"> • Question 10 & 11 – ethnicity rows match 		
A copy of the RS form and copies of the computer-generated-tables are filed for your records.		
The Manager has checked and signed both forms.		
You are now ready to post in this form – THANK YOU		

MINISTRY USE ONLY						
Task	Date	Initials		Task	Date	Initials
Received				DE Part 2		
DE Part 1				Edits		
Pt 1 & 2 Checked				1-to-1 checks		
Service called				Completed		