## Checklist for homeschooling application

Please feel free to use this checklist when completing your application to make sure that all the necessary elements of your application have been included.

**** **Child’s special education needs have been described (if relevant)**

**** **Demonstrated knowledge and understanding of the broad curriculum**

In your application have you supplied a comment which describes your knowledge and understanding of the broad curriculum areas you intend to cover as you educate your child?

**** **Curriculum coverage has been described**

Does your application include a **detailed** statement which outlines your curriculum and programme and includes **specific** reference to learning materials and associated resources? The programme should be set at the level your child is currently working at. A list of subjects is not a programme.

Curriculum coverage for the first year and **long term planning** has been described.

**** **Topic** **Plan**

This part of the application is your opportunity to help the Ministry understand how your curriculum vision translates into practical terms. Your plan should discuss a topic of your choosing which takes a close look at one part of your programme [not a full subject] to demonstrate how you will teach a particular topic.

**** **Resources and reference material**

Has a comprehensive list been supplied? A comprehensive list will include resource and reference material available to you, curriculum materials available in the home, resources in your local community, and human resources. You are not required to list the titles of every publication in your home, but should identify those that you intend to use on a regular or ongoing basis.

**** **Use of environment and community resources and social contact**

Does your application state how you will use the **environment** and the **community** to extend and enrich your child’s education? Have you included in your statement a description of the educational visits you intend to make? The Ministry looks for indicators that the environment is a source for learning opportunities. Have you also included information about how you intend to provide for your child’s **social needs**?

**** **Progress and achievement**

Does your statement demonstrate the method which you will put in place to assess your child’s progress? The Ministry looks for some evidence in the application that you will know your child is making progress. The goals or learning objectives should be specific, measureable, appropriate, achievable and regularly assessed.

** Regularity**

Have you outlined how your curriculum will be delivered as regularly as a registered school? For some people regularity is demonstrated in a timetable which shows how they will structure their home school activities and their commitment to their child’s education. Other people will demonstrate regularity in a statement.

**** Completed applicationform is included

###  Proof of guardianship is included (if relevant)

###  Copy of student’s birth certificate is included

**** Copy of the student’s passport and residency/student visa, or certificate of New Zealand Citizenship is included

**** Principal notified of your intention to homeschool (in the case of a child currently enrolled in a school). The Principal of your child’s current school (or most recently attended school) will be asked to comment on the suitability or otherwise of home education as an option for your child.