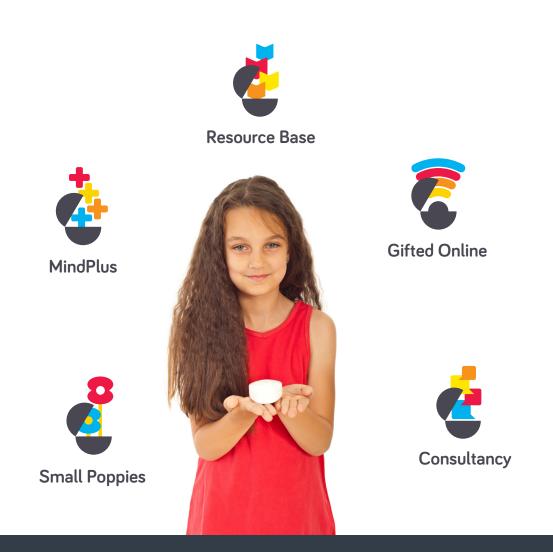
2021



# **NZCGE Information Pack**



## www.nzcge.co.nz

## KIA ORA and WELCOME!

Kia ora koutou, ngā mihi nui ki a koutou. Welcome to the New Zealand Centre for Gifted Education (NZCGE). We exist to serve New Zealand's gifted young people. We do this by maximising their potential through recognition, access and support. Our primary focuses are to see that all young gifted New Zealanders are recognised and celebrated and have equitable access to quality gifted education and a network of support. We operate nationally and both complement and supplement the regular school programme.

The Centre is dedicated to delivering evidence-guided, quality programmes directly to gifted learners and support to the

adults in their lives. We are gifted education specialists – we know what gifted children need and how best to meet those needs. We deliver a number of services and work hard to aid equitable access to our programmes and to gifted education opportunities delivered by others.

This information pack has been put together to give you some background information about the Centre and the different programmes and services we offer. We hope you join us soon.

Ngā manaakitanga. The NZCGE Team.

Ko ngā pae tawhiti whāia kia tata, ko ngā pae tata, whakamaua kia tina. The potential for tomorrow depends on what we do today.

#### .....

### WHO WE ARE AND WHAT WE DO

The New Zealand Centre for Gifted Education (NZCGE) is a not-for-profit charitable business established in 2014 which provides services for gifted children and the adults in their lives. We are currently funded by fees, donations and grants from parents, schools, the Ministry of Education and contestable funding. Our vision is a future New Zealand in which extraordinary minds do extraordinary things.



#### MindPlus - where like minds grow together

MindPlus is a programme for gifted 6-13 year olds that provides intellectual, creative, social and emotional learning and support. Children come together, with a specialist teacher, for one day each week. They engage in differentiated, strength-based learning experiences to further develop their gifts and talents and a greater understanding of themselves.



**Small Poppies** - *big things have small beginnings* Small Poppies is a programme for gifted earlyyears children and their parents or caregivers. Children and their parents/caregivers come together with a specialist teacher for 2½ hours each week to engage in stimulating learning experiences and explorations that are based on the children's interests and abilities.



Gifted Online - a space where I can connect

Gifted Online uses technology to connect gifted children with each other, with specialist teachers and with challenging and engaging learning opportunities. Originally designed to provide gifted children from rural New Zealand with access to quality gifted education, Gifted Online is now available to all gifted learners, worldwide.



## **Consultancy Service** - working together to create change

Our Consultancy Service works alongside educators, parents and other adults to help them better support their gifted children. We share practical advice, guidance and resourcing support. Our consultancy team are highly experienced and knowledgeable in both gifted education theory and practice and all have experience in teaching and/or parenting gifted children.

#### Resource Base - tools for the journey

The New Zealand Centre for Gifted Education has an extensive collection of resources to support the teaching and parenting of gifted children, curriculum design for gifted programmes and academic study in gifted education. These resources are available for lending within New Zealand.



### CURRICULUM OVERVIEW



The New Zealand Centre for Gifted Education (NZCGE) Curriculum is underpinned by national and international research into effective curriculum and pedagogy for gifted learners. It also underpins all student programmes delivered by the Centre.

#### Giftedness

NZCGE takes a multi-categorical view of giftedness. Giftedness is natural, well above-average ability in one or more domains, such as intellectual, creative, cultural, social, spiritual or physical, which can be nurtured, resulting in outstanding achievement. Therefore, giftedness can be seen as demonstrated, or potential for, outstanding performance.

NZCGE recognises that:

- giftedness is not bound by gender, ethnicity, socioeconomic position, social class or lineage.
- giftedness is characterised by asynchronous development.
- giftedness can co-exist with areas of difficulty.
- giftedness impacts upon an individual's experiences of the world, to greater or lesser degrees, depending on the level of giftedness.

The NZCGE Curriculum specifically develops intellectual and creative giftedness. It allows for a different level of cognitive challenge to be offered and for increased creative productivity. We offer strength-based programmes that focus on the child holistically.

#### **Purpose and Scope**

The special learning, social and emotional needs of gifted learners are best met through a continuum of provision. Provisions within the regular classroom and mainstream school are guided by the New Zealand Curriculum. Provisions delivered beyond the regular classroom need to be guided by a specialised and differentiated curriculum developed to target specific needs of gifted learners that are difficult to meet within the regular classroom. The NZCGE Curriculum is a specialised, differentiated curriculum which expands on the New Zealand Curriculum and is designed to help meet some of the needs of intellectually and creatively gifted learners in New Zealand, particularly those that are best met within a part time withdrawal context. Its purpose is to guide teaching and learning for preschool, primary and secondary level programmes delivered by NZCGE, outside and alongside of the regular classroom.

#### Principles

NZCGE follows eight principles and these are the foundation of our specialised curriculum decision making. They are the essence of the educational experience that we provide for our gifted learners. They are learner-centred and apply equally to every aspect of our specialised curriculum:

- personalisation
- collaboration
- strength focus
- authentic learning
- holistic focusfuture focus

challenge

• the Treaty of Waitangi

#### Curriculum Aims

Students interact with learners of like-mind over time to:

- develop an understanding of self and others as gifted individuals;
- explore and develop strengths, talents, interests and passions;
- develop and engage in complex and abstract thinking;
- build self-direction and autonomy in learning;
- develop and use sophisticated learning processes.

NZCGE teachers approach these aims in appropriate ways for the age, stage and abilities of their students.

#### Learning Strands

Learning strands in the NZCGE Curriculum include three content strands and three process strands:

Content Strands	Process Strands
Personal Development	Research
Conceptual Development	Complex Thinking
Talent Development	Communication

While each of the learning strands is included as a separate component, they are integrally connected. The NZCGE Curriculum is developmental in nature and, through its Learning Strands, provides abstraction, depth and complexity in learning that builds over time.



New Zealand Centre for Gifted Education Empowering Extraordinary Minds

## **CONTENT STRANDS**

#### **Personal Development**

Personal development is about the exploration, understanding, development and acceptance of intra- and interpersonal knowledge and skills. The key focus for this curriculum strand is understanding giftedness and the associated implications for managing self, relating to others, and participating and contributing.

#### **Conceptual Development**

Conceptual development involves complex and indepth identification, exploration and formation of deep understandings related to universal concepts and big ideas. Conceptual development is accelerated, abstract and interdisciplinary learning.

#### **Talent Development**

Talent development is about the in-depth exploration and development of strengths, talents, interests and passions, moving in a deliberate and planned way towards expertise. To further their giftedness, students need to participate in challenging learning experiences that extend from their talents, abilities and interests.

#### **Process Strands**

Learning through the process strands aims to equip gifted learners with the necessary skills and tools to manage, transform and communicate complex and abstract content. Within the MindPlus programme, learning processes are interwoven through the content strands. The main process skills developed through the curriculum are research, thinking and communication skills.

# CONNECTIONS TO THE NEW ZEALAND CURRICULUM

At the New Zealand Centre for Gifted Education, we believe a curriculum for gifted learners in New Zealand should complement and expand on the New Zealand Curriculum (NZC). The NZCGE Curriculum builds on from and connects to the NZC. Links have been created with NZC Values, Principles, Key Competencies, Effective Pedagogy, and some NZC Learning Areas and the links articulate what these look like within a part time specialized learning context for intellectually and creatively gifted learners.

Our Personal Development Strand links directly to the Health and Physical Education Learning Area and focuses on aspects of personal health and well-being, relationships with others and healthy communities and environments. Weaving throughout are the key competencies of thinking, managing self, relating to others and participating and contributing, as they apply to the development of wellbeing.

Our Conceptual Development Strand is not linked to any one learning area, however many of the understandings and associated skills being developed can be found embedded in a range of learning areas. The focus here is on thinking critically and creatively about both universal and macro concepts and big ideas that connect learning areas. A key literacy focus is on showing an understanding of sophisticated ideas within, across and beyond texts and selecting, forming, and communicating sophisticated ideas on a range of topics. One of the aims is to enable students to build connections and improve curricular coherence. Our Talent Development Strand again is not linked to any one learning area but seeks to provide structured, purposeful and on-going enrichment and acceleration in students' specific areas of strength across various learning areas.

Our Process Strands focus on the development of rich thinking and meaning-making, drawing upon each of the Key Competencies in a way that enables students to research, think and communicate their learning using methods commensurate to their abilities. They enable intellectually and creatively gifted students to develop the key capabilities of discipline-specific and interdisciplinary meaning-making and perspective-taking.







MindPlus is a programme for gifted 6-13 year olds that provides intellectual, creative, social and emotional learning and support. Children come together, with a specialist teacher, for one day each week. Together they engage in differentiated, strength-based learning experiences to further develop their gifts and talents and a greater understanding of themselves. The MindPlus programme implements the NZCGE curriculum in its entirety and thus MindPlus' programme aims mirror the Curriculum Aims.

#### MINDPLUS PROGRAMME AIMS

The aims of this programme are the same as those of the NZCGE curriculum.

Students interact with learners of like-mind over time to:

- develop an understanding of self and others as gifted individuals;
- explore and develop strengths, talents, interests and passions;
- develop and engage in complex and abstract thinking;
- build self-direction and autonomy in learning;
- develop and use sophisticated learning processes.

#### SCOPE

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MindPlus runs for 38 days a year and students gain most benefit from the programme when they participate for 2 or more years.

Why a day a week over an extended period of time?

- MindPlus is designed to meet specific learning, social and emotional needs of intellectually and creatively gifted learners. It is not designed to meet all of their needs. There are a range of needs that are best met at their regular school, at home and within other community groups.
  MindPlus is designed to meet needs of cognitive challenge, increased creative productivity, intra and interpersonal development, and sustained talent development. A day a week provides a suitable learning platform with enough time and regularity to achieve progressive development in this programme as well as with school-based learning.
- It is designed to be a complementary and essential part of their learning experience and achievement, therefore it is embedded as part of the school week.
- MindPlus holds lofty aspirations for the students who attend. The programme aims for depth, complexity, sophistication and self-direction in learning outcomes. Time needs to be invested to achieve the depth and quality of intended programme outcomes.

#### WHY MINDPLUS IS GREAT FOR INTELLECTUALLY AND CREATIVELY GIFTED CHILDREN:

- Children connect with like-minded peers who think like them and understand each other.
- Learning is challenging and applied, and stretches children's abilities and ways of thinking.
- Small class numbers enable personalised learning that focuses on each child's strengths and interests.
- Our specialist teachers understand gifted learners and what makes them tick.



#### **REFERRAL/ENROLMENT PROCESS- Entry Selection**

The function of the Entry Selection Process is to determine suitability of the programme for the child, considering a match between the child's abilities and potential and those that could be developed further in the MindPlus programme.

The New Zealand Centre for Gifted Education uses a multicategorical, triangulated approach to selecting children for MindPlus. Information regarding a child's intellectual, creative, and personal abilities and traits are collected from their home, school and from the child themselves. This information is analysed to determine whether the child would benefit from attending MindPlus. This process is designed for entry selection to MindPlus. It is not designed to assess giftedness per se.

Referrals can be submitted by either schools or families, but ultimately, both need to support the referral. To help us determine if attending the programme is going to benefit the child we:

- Collect referral information from home and school. (An individual educational psychologist assessment report can be included as supporting information.)
- 2. Require children to attend a half-day entry selection workshop.

The Referral is made up of three sections:

- 1. Principal Approval Form
- 2. Teacher and School Referral Form
- 3. Parent and Whānau Referral Form

Once all referral information is submitted we then organise and facilitate the Entry Selection Workshop. Entry Selection Workshops consist of small groups of children engaging in a selection of stimulating and challenging activities that allow our specialist assessors to observe for and assess the intellectual, creative and personal abilities that the programme seeks to further develop. The workshops are three hours long and very interactive.

**NOTE:** At times, if there are exceptional circumstances, a modified version of the entry process may be completed by the Entry Selection Team, with those selected being offered a trial placement

#### **OUTCOMES**

New Zealand Centre for Gifted Education conducts its Entry Selection Process for several hundred children nationwide each year. Our Entry Selection Team personally reviews all of the data for each student referred. At the end of the Entry Selection Process, one of the following outcomes will be provided: Yes, Trial, Relook or No.

#### LOCATIONS

MindPlus has Units in:

- Auckland (4 locations)
- Tauranga
- Rotorua
- Manawatu
- Wellington (2 locations)
- Hutt Valley
- Christchurch
- Mid Canterbury
- Lincoln
- Wakatipu







Small Poppies is a child-centred environment designed specifically to meet the needs of young gifted children and their parents or caregivers. It draws on the NZCGE Curriculum to provide an enrichment and extension programme in which a range of challenging learning experiences are offered that allows gifted children to work at their own pace and level, with children of similar

abilities and interests. It also provides an opportunity for parents to meet others facing similar parenting challenges. Emphasis is placed on stimulating the child's learning process, rather than on achieving any specific end result or product.

Children and their parents/caregivers come together with a specialist teacher for 2½ hours each week to engage in stimulating learning experiences and explorations that are based on the children's interests and abilities. Class sizes are capped at 12 children.

SMALL POPPIES OBJECTIVES

- To challenge and 'feed' the minds of the children present, at a level that is appropriate to their needs.
- To provide an opportunity for gifted children to develop social contact with their peers.
- To provide support for parents of young gifted children and to assist them to meet the needs of their children at home.

#### Why Small Poppies is Great for Young Gifted Children

- Learning is hands-on and engaging, feeding inquiring and creative young minds.
- Children connect with like-minded peers who think, talk and feel like them.
- Our teachers understand gifted learners and what makes them tick.

#### **REFERRAL/ENROLMENT PROCESS**

Referrals are usually initiated by parents but can also be initiated by Early Childhood Centres or Schools (5 and 6-year olds only). Principal agreement is required for a school child to attend Small Poppies during school time.

To help us determine if attending the programme is going to benefit the child, we require a parent questionnaire to be completed and for the children to attend a two-hour entry selection workshop called a Poppy Peek. Poppy Peeks consist of groups of children engaging in a selection of activities that allow our specialist teachers to observe for and assess the intellectual, creative and personal abilities that the programme seeks to further develop. The workshops are two hours long, very interactive, and are based on the Small Poppies programme. They help parents and children to decide on future options for more able/gifted pre-schoolers or 5-6 year olds.

Places on a Poppy Peek are strictly limited and must be booked in advance. Attendance at a Poppy Peek, coupled with a recommendation from the Poppy Peek teacher, allows entry into the Small Poppies programme before your child turns 7.

Referrals cannot be progressed until the completed parent questionnaire is received, along with payment of the administration fee. Families will be emailed at this stage to confirm a place in a Poppy Peek.

#### **OUTCOMES**

At the end of the Poppy Peek families are provided with one of the following recommendations:

• Yes, Trial or No If there is a space available in preferred location, children who are accepted (yes or trial) will be offered a place in a class.

#### LOCATIONS

Small Poppies has classes in various locations in Auckland and Christchurch







Gifted Online (GO) is a suite of online modules for gifted children. These programmes are designed for students who cannot access a face to face programme or who wish to supplement attendance with addition learning opportunities and who wish to work with a group of like-minded peers. Students can opt into one or more of the modules and annual enrolment is recommended to maximise benefits.

The range of modules caters for different interests and needs and follows the same curriculum as MindPlus. Students joining a GO programme have access to a secure website where they choose their tasks, share their work, and can view the work of other students in their 'class'. Online chats add a real-time dimension to communication with teachers and with small groups of other students. Modules use the Google Suite and Zoom as their predominant means of delivery.

#### WHY GIFTED ONLINE IS GREAT FOR GIFTED CHILDREN

- GO connects gifted children with like-minded peers, providing them with an online learning and social support network.
- GO students connect with a specialist teacher who knows how to get the best from an online learning environment and who understand gifted learners and what makes them tick.
- GO learning is challenging and stretches children's abilities and ways of thinking.
- GO students can negotiate their own learning pathway, catering for individual strengths and interests.

#### **GIFTED ONLINE PROGRAMMES**

In 2021 NZCGE will offer two options

#### GO MindPlus | GO Badges (History, Science, Maths, Design, Writing, Creative Thinkers)\*

Go MindPlus consists of

- Lessons implementing the NZCGE curriculum and the annual concept of learning
- 45-minute Zoom session with the GO class and the specialist educator
- 2 hours (minimum) of follow up activities

#### Go Badges consist of

- A range of badges to undertake based on the NZCGE Curriculum
- Self-pacing and completion of related activities
- 30-minute Zoom session with the GO educator 'Tutor Check In'
- Certificate and badge when complete

All students new to GO need to sit their licence to GO which will help them become familiar with the programme and expectations.

All GO programmes are designed to meet the unique needs of gifted children, and use the NZCGE curriculum.

\* More badges will be added over the year.



#### **MODULES AVAILABLE IN 2021**

GO MindPlus (45 mins chat)	This is an abridged version of the MindPlus curriculum and involves the personal development and concept sections.
GO Badges (30 mins Zoom check in with the Badges Tutor)	8 lesson self-guided courses, using Google Classroom, with a tutor check in each week to see how you are going.
	<b>History Badge:</b> For those passionate about the development of weapons overtime, or myths and legends, or maybe ancient civilisations.
	<b>Science Badge:</b> For those passionate about making chemical reactions, enjoy being a 'myth buster' and like finding out why and how things happen or work.
	<b>Maths Badge</b> For those passionate about all things mathematical covering logical and creative thinking, puzzle and problem solving - from maths, the real world, and our imaginations.
	<b>Design Badge:</b> For those passionate about designing, building, making and creating involving activities around design theory, graphics, coding, animation, gaming, modelling, presentation, colour theory, invention and innovation.
	Writing Badge: For those who are passionate about writing, in one form or another.
	<b>Creative Thinking Badge:</b> For those who like to think outside of the box and enjoy curly challenges and complex solutions.
	Coming soon: Movie Badge, Readers Badge Animation Badge.



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# Contributing Schools Partnering in learning and well-being

All current programmes offered by the New Zealand Centre for Gifted Education (NZCGE) are part-time educational supports and opportunities. NZCGE acknowledges that children who attend their programmes return to their regular classrooms and homes and continue the learning process. We also acknowledge the stronger the links between the Centre, the home and school, the greater the added value our programmes can provide.

This is why at NZCGE we view all schools allowing students to participate in an NZCGE programme as a Contributing School. Each year schools are requested to opt into an appropriate level for their needs, or to remain at the entry koha level. We invite schools to use the Contributing School opportunity as a part of their internal professional learning and development as after twenty years delivering to schools, we know we have strategies to help with making a difference.

#### **MEETING MINISTRY of EDUCATION REQUIREMENTS**

Schools are required by NAG 1 iii c&d and also the Learning Support Action Plan, particularly Priorities 2 and 5, to better meet student needs. As a specialist organisation with many years of expertise and experience, NZCGE is qualified to support our Contributing schools with meeting these

requirements. We prefer to work in partnership with schools and know from experience that the closer that relationship and understanding is, the better the outcomes for students, parents and teachers. NZCGE is a resource for schools in New Zealand.

#### CONTRIBUTING SCHOOL TIERS

Contributing school tiers are designed to encourage an increase in internal capacity for school environments. Each tier offers opportunities for increased understanding which can be built on over time and with as many staff as the school wishes.

The aims of engaging in the tiers are:

- 1. To support the continued delivery of the programmes these are predominantly funded by parents, with just under 20% received from the Ministry of Education.
- 2. To assist schools with meeting their mandatory requirements regarding gifted learners.
- 3. To assist both schools and NZCGE with making links between the programme and school to maximise benefit for students.
- 4. To develop and maintain a positive and collegial relationship with the home school to maximize learning and wellbeing opportunities.

CONTRIBUTING SCHOOL TIERS	Tier 4	Tier 3	Tier 2	Tier 1
Unlimited number of gifted students referred	*	*	*	*
Term planning shared	*	*	*	*
Regular communication	*	*	*	*
Access to the NZCGE Resource Base	*	*	*	
Quarterly E-Resources with updates and tips for teaching gifted learners	*	*	*	
Access to NZCGE Specialist Teacher to discuss progress and achievement	*	*		
25% discounted enrolment in one of NZCGE's annual PLD offerings for all staff members	*	*		
Two free registrations at any of NZCGE's annual PLD offerings	*			
25% discounted provision of in-school PLD	*			
NZCGE support with the development of school-based personalized plans for up to 4 shared students per year	*			
4 hours of personalized distance support and resourcing for your Learning Support Co-ordinator/GaTE Co- ordinator/SENCo for development of School Policy, Procedures and staff development	*			

We encourage schools to take some time to consider which tier best meets their needs and budget.



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The NZCGE Consultancy provides services for educators, parents and the networks who support gifted learners. Our Consultancy offers advisory, learning, practical and resourcing support, bringing specialist knowledge and experience of what is recommended in the education of gifted students and what works for them in practice. We can support schools and educators in the following ways:

#### TAILORED PROFESSIONAL LEARNING AND DEVELOPMENT

With many years of experience supporting educators to better identify and cater for gifted learners, we specialise in the provision of flexible and tailored professional learning and development, responsive to the specific needs of those we work with. Support can be delivered to Kahui Ako, individual schools, GaTE coordinators, school leaders, Learning Support Co-ordinators and can be in-depth or "just in time" advice and support.

#### WORKSHOPS

NZCGE offers educators the opportunity to engage in workshops that inspire, enthuse, refresh and introduce new ideas and ways of supporting gifted learners in the mainstream context. See our website for workshops on offer.

#### MODULES OF LEARNING

NZCGE offers educators the opportunity to engage in modules of learning that facilitate a deeper understanding of meeting the needs of gifted learners and support with classroom implementation. See our website for modules of learning on offer.

#### RESOURCE TEACHER SUPPORT

NZCGE can provide advice and support to schools, teachers and parents when they have a particular gifted student they would like some targeted support for either at school or at home. We are able to help identify and determine need and can help to establish and review a personalised plan for learning.



NZCGE has a large and varied collection of books, journals and other reference material that can be purchased and loaned to schools, teachers and families.

#### LIBRARY ACCESS

The online library can be found at nzcge.libib.com Parents and Tier 2, 3, and 4 Schools with attending students have free access to the library, paying only for the cost of postage.

#### **RESOURCES FOR PURCHASE**

The resources that can be purchased through NZCGE can be found at <a href="https://nzcge.co.nz/resources%20for%20purchase?src=nav">https://nzcge.co.nz/resources%20for%20purchase?src=nav</a>







# NZCGE 2021 Costs and Assistance

A series of Terms and Conditions are shared with families before their children start the programme. The following fees were set in 2015 and have not changed for 2021

#### FEES for PARENTS and WHANAU

All Programmes Administration Fee (one off) \$30 inc GST

#### MindPlus

\$75 inc GST \$15 per term/\$50 for all 4 terms (does not include GST and is tax deductible)

### **Gifted Online**

Weekly Attendance Fee: \$35 inc GST - GO MindPlus

Fee per badge undertaken: \$150.00 inc GST - per GO Badge (8 ' check in sessions)

Weekly Attendance Fee Voluntary Donation

#### **Small Poppies**

Weekly Attendance Fee

\$40 inc GST

#### FINANCIAL ASSISTANCE FOR FAMILIES

#### MindPlus and Gifted Online

- i. NZCGE has a Financial Assistance programme, providing partial subsidies when funding allows. Those who receive financial assistance will be required to sign a separate application and acceptance form.
- ii. If financial assistance is required in order for your child(ren) to attend, this assistance must be in place before the child(ren) will be allowed to start.
- iii. Financial assistance is offered from the date of application through to the end of the same year.

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iv. Financial assistance must be reapplied for each year.

- vi. If your situation changes, and financial assistance is no longer required, or you would like a review of your application, please contact Head Office immediately.
- vi. There is currently limited financial assistance programme in place for Small Poppies.

#### **Small Poppies**

At times NZCGE is able to offer financial assistance to families attending Small Poppies. Please contact the office for more details.

#### CONTRIBUTING SCHOOLS

Tier 1:	Koha level
Tier 2:	\$250 excl gst, p.a.
Tier 3:	\$500 excl gst, p.a.

Tier 4: \$1000 excl gst, p.a

#### **CONSULTANCY COSTS**

Contact the Office on admin@nzcge.co.nz for a breakdown of the costs associated with the various options on offer.

**RESOURCE BASE COSTS** 

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Visit the following link to ascertain the costs of various resources for purchase. https://nzcge.co.nz/resources%20for%20purchase?src=nav

#### Access to the Library is by annual membership.

Annual school subscription	(Host School and Contributing School tier 2, 3, 4): no charge	
Annual school subscription	(Non-Contributing School or Tier 1 Contributing): \$115.00 inc GST	
Annual individual subscription	(With attending child): no charge	
Annual individual subscription	(Without attending child): \$115.00 inc GST	
All subscriptions are exclusive of postage which will be arranged when books are ordered.		



## **NZCGE Privacy Statement**

#### What we collect:

We collect personal information from you, including: your name and contact information, your child or student's name, informationabout them as a learner, their medical information relevant to our setting, their strengths and needs.

#### Why we collect information:

We collect your personal information in order to provide appropriately for students, and to be able to contact whanau as needed.

#### Who see this information and why:

Besides our staff, we share this information with selected staff at your child's school, as needed, in order to give feedback about their progress and achievement and to improve our provisions for learners. We will ask your permission to share any information beyond this.

#### Providing some information is optional:

If you choose not to provide relevant information about your child or student, we may find it more difficult to provide a programme that meets their needs.

#### How we keep you information safe:

We keep your information safe by storing it in a restricted access way. We keep your information for the length of time your child student is with us, and for seven years after this time, at which point we securely destroy it by securely erasing all information.

#### Your information:

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at **privacy@nzcge.co.nz** or **04 5769 243**.





# **NZCGE Contact Information**

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