



**Request for support: Ministry of Education – Special Education**  
**Southern Region**

Date:

Has the parent/guardian agreed to this request? (*copy and paste this tick ✓*)    Yes     No

Name of person making the request:			
Relationship to child/role:			
Address:			
Phone:		Email:	
Name of ECC/school:			
ECC/school address:			
Phone:		Email:	

Child/student's name		First name:		Last name:	
Gender:		DOB:		NSN/ELI No.:	
Ethnicity: ( <i>copy and paste this tick ✓</i> )					
Not disclosed		NZ Māori		Iwi	
Tongan		Niuean		Cook Is Māori	
Asian		Somali		Other	
Language spoken at home:					

	Primary caregiver	Secondary caregiver
<i>Name</i>		
<i>Relationship to child</i>		
<i>Address</i>		
<i>Town/city</i>		
<i>Postcode</i>		
<i>Phone number</i>		
- Cell		
- Work		
<i>Email</i>		

<i>Other family/caregivers</i>		
<i>Relationship to child</i>		
<i>Address</i>		
<i>Town/city</i>		
<i>Postcode</i>		
<i>Phone number</i>		
- Cell		
- Work		
<i>Email</i>		

## About this request

What are you concerned about?

(eg: engagement in learning or social activities, access to the physical environment, speech or language skills, behaviour)

Who else is involved? Name / Role / Organisation (*copy and paste this tick ✓*)

CYFS		Plunket		Paediatrician		Family Works		Other	
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Give detail:

What has led to you requesting support now?

What is the outcome you hope to see as a result of this request for support?

What type of support are you looking for?

- Support for the centre/school

- Classroom support/ support at home

- Information or professional development

- Support for the child/student

## **Privacy Statement**

The Ministry of Education collects personal information about children and young people to support their learning and ensure that effective services are provided. Personal information is also used for quality assurance purposes to improve the quality of services provided, and for associated administrative and accountability purposes. The information is held by the Ministry of Education (PO Box 1666, Wellington) in a national database or sometimes paper files at local Ministry offices.

Information may be shared with your child's school or early childhood education provider, but is not shared with other agencies except where necessary for the provision of services, or as authorised or required by law. It is not compulsory for you to provide any personal information but we may not be able to provide the most effective services for your child if you don't. You and your child have rights to request access to and correction of personal information held by the Ministry.

Please email the completed form to [requestforsupport.southern@education.govt.nz](mailto:requestforsupport.southern@education.govt.nz) or post the hard copy to:

**Ministry of Education Request for Support Mailbox  
P O Box 2522  
Christchurch 8140**