

Supporting boarding students – guidelines for NT schools

Introduction

These operating guidelines have been developed for Northern Territory (NT) Schools to support boarding students who are currently in community and unable to return to their school (intrastate or interstate) due to COVID-19. A document outlining frequently asked questions has been also developed (see Attachment).

Key points for consideration

- The Northern Territory Department of Education will follow health advice provided by the NT Chief Health Officer, and Australian Health Protection Principal Committee (AHPPC) on the operation of schools and the movement of students.
- The department will support returning boarding students by coordinating and responding to health advice; leading communication with boarding providers, stakeholders, families and schools; providing additional resources and materials; establishing systematic responses where needed; and supporting local decision making processes where appropriate.
- Continuity of education provision will drive the department's approach. The boarding school where the student is enrolled is responsible for providing the education program. If students are required to continue education provision in their home communities for all of Term 2, 2020 and/or beyond, significant coordination, support and logistics will be required to ensure these students have the best chance of success and the ability and desire to return to their boarding school following the lifting of COVID-9 restrictions.
- Parents and carers are the decision makers in terms of student enrolment and their access to education, including decisions about transporting students back to their board schools.
- Year 11 and Year 12 students should be prioritised to ensure they have the best chance to complete their respective Year 12 school certificates. The department notes that NT students are enrolled in a range of secondary certificates (NTCET, SACE,VCE, QCE,HSC).

Scope

Education provision for students within their remote communities

A central coordination team has been established to support boarding students in their home communities and coordinate the flow of information and resources between boarding schools and their students.

The central coordination function will have a core team – the Boarding Education Central Coordination Continuity Centre (BEC4) with satellite regional teams providing support for boarding school students and community (host) schools.

Scope schedule

System support	Ensuring department is meeting its obligations with regard to record keeping, safety and support. Support for the objective of increasing Year 12 completions of NT students.
Boarding school support	Ensuring students have a suitable learning space. Ensuring students have efficient flow of school work from boarding school. Capturing attendance data.
Student support	Facilitating wellbeing requirements. Following up on behalf of students to ensure education continuity. Provision of additional support for students completing their final Year 12 Certificates (e.g. NTCET, SACE,VCE, QCE,HSC). Provision of culturally appropriate support wherever required. Active intervention to identify at risk behaviours and prevent disengagement through early intervention with students.
Host school support	Coordinating demand and correspondence to host schools from boarding schools for students they are hosting.
Communication protocol	Ensuring clear communication protocols are in place.
Data management processes	Implementing a technology system to record and track work flows and student information.

Supporting continuation of learning

Universal - Measurement and monitoring

All boarding schools are to send their two week program and package of work to the BEC4 for recording and delivery to students in the remote communities via overnight upload.

Educators within the BEC4 will monitor the timing and completeness of packages of work to ensure all student education provision remains current.

The boarding school liaison officer will contact their allocated boarding schools if packages of work are late or incomplete.

Targeted support - Early intervention

If boarding schools do not provide the requisite packages of work by the agreed time, the Boarding School Liaison Officer will contact the school and request the package within 24 hours.

If the package is not received within 24 hours, the Boarding School Liaison Officer will contact the agreed escalation point at the school and confirm when the package of material will be provided. This information will be provided to the respective regional team to ensure the students remain informed and aware of when to expect the information.

Intervention support – Critical intervention

A critical intervention will be required where the provision of education from the boarding school has ceased and previous interventions have not provided a continuity of education provision for the student.

At this point the student and family will be asked to make a decision in consultation with the boarding school, BEC4 and community school on the future provision of education to be sourced and facilitated by NT Department of Education.

ABSTUDY

ABSTUDY has advised that there should be provision of current boarding school education extending into Term 2, 2020 for students who were enrolled in Term 1, 2020. Boarding schools will continue to receive ABSTUDY funding provided they deliver appropriate learning materials and support for their students to study remotely.

Roles and Responsibilities

Team Support Officers

The main point of contact for schools is their allocated Team Support Officer

Team Support Officers are responsible for:

- Communicating with community schools and families including:
 - process and timeline for tangible support
 - responding on 'case by case' basis to individual and school needs
 - working with families to address student needs (e.g. phone, email, community noticeboards)
 - updating advice regarding date of return to boarding schools
- Discuss addressing and escalating at risk students as appropriate
- Transporting students where appropriate
- Coordination with stakeholder or third party organisations. Examples include:
 - notifying the organisation of a Year 12 student's work placement, or an after school program
 - Negotiating meals with external provider
- Escalating issues (e.g. ochre card non-compliance for host supervisors).

Boarding School Relationship Managers

Boarding School Relationship Managers are responsible for:

- Communicating and liaising with the boarding schools
- Coordinating signed agreements
- Coordinating with boarding schools that each student's curriculum or learning plan (with assessment schedule) is supplied with provided resources
- Arranging liaison with boarding schools and the Student Wellbeing and Inclusion team for at risk students.

NT Government Schools

Schools are asked to support students through:

- Registering the students on SAMS. Marking the roll twice per day (AM/PM). These additional students will count as a "0" FTE. Please see [fact sheets](#) on how to add and code students on SAMS and the appropriate use of forms.
- Providing a space for students to work
- Providing a staff member for supervision during lessons
- Providing access to WiFi – when and where appropriate.

NB: as mentioned above, the Team Support Officer can access resources to allow this to occur should they not be readily available.

Support available for schools supporting boarding students in their community

Schools can apply through their Team Support Officer for:

- Extra staff (teachers, tutors). Note that a supervisor does not need to be a registered teacher (e.g. assistant teachers)
- IT resources. (e.g. laptops, dongles)
- Physical resources. (e.g. chairs, desks)
- Stationery.

Issues management

Schools should contact their allocated Team Support Officers for the following issues:

- Issues with enrolment and attendance
- Student social and emotional concerns and risky behaviours
- Family concerns (including ABSTUDY)
- Boarding school contacts
- Third party interventions (e.g. Youth workers working with students).

If there are any issues that cannot be resolved with Team Support Officers, principals may email pandemic.doe@nt.gov.au and the matter will be escalated to a member of the BEC4.

Summary of key focus areas

Focus	What to do	Who is responsible
Adding students to SAMS to record attendance	Adding students on SAMS to record attendance as per fact sheet advice	The school Principal and SAMS Coordinator
Wellbeing of all students	Oversee and report to Team Support Officer if you notice any issues	The school Principal
Attendance	Mark as per the guidelines mentioned above	The Principal and SAMS Coordinator
Boarding school agreements and liaison	If boarding schools call, then please advise them to streamline communication through the Boarding Schools Relationships Team	The Boarding Schools Relationships Team
Tracking Year 11 and Year 12 students	Provide a work space for these students and notify the Team support Officer of any additional needs that they have	The Team Support Officers

Student access to their learning program	Communicate with the Team Support Officers any additional needs for students to complete work	Principal in liaison with Team Support Officer
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Key contacts

Team Support Officers – Alice Springs

Name	Schools	Contact
Mardi Rothwell	Alice Springs urban schools	08 8951 1585 / 0476 826 777
Melissa Jones	Alice Springs urban schools	08 8951 1683 / 0455 663 996
Alyesha Wallace	Wallace Rockhole, Areyonga	08 8951 1643 / 0476 836 260
Wendy O'Brien	Laramba, Titjikala	08 8951 1587 / 0476 826 772
Melany Dunnage	Mt Allan, Yuendumu	08 8951 1685 / 0455 715 828
Cory Schwalger	Papunya	08 8951 1611 / 0408 707 469
Leela Krueger	Santa Teresa, Haasts Bluff	08 8951 1635 / 0487 021 303
Tahlia Rutherford	Ntaria, Finke	08 8951 1586 / 0408 871 905

Team Support Officer - Arnhem

Name	Schools	Contact
Natalie Harwood	Warruwi	08 8922 2173 / 0476 830 213
Jodii Waterbury	Ramingining, Gapuwiyak	08 8987 0805 / 0476 836 887
Kellie Boja	Maningrida, Jabiru	08 8987 0886
Lance Po-Ching	Nhulunbuy, Yirrkala	08 8987 0886 / 0409 715 712
Chris Moore	Groote Eylandt	0429 176 130
Abby Caldwell	Galiwin'ku	08 8987 0813 / 0409 504 132

Team Support Officers – Barkly

Name	Schools	Contact
Jono Schwalger	Rockhampton Downs, Murray Downs	08 8951 1695 / 0439 164 942
Samantha Twyman	Ampilatwatja, Barrow Creek	08 8951 1694 / 0477 335 988
Jacki A'Hang	Alpurrurulam, Tennant Creek	08 8963 2019 / 0477 333 596
Tristan Duggie	Alekarengge, Mungkarta, Tennant Creek	08 8963 2022 / 0409 107 392
Tui Ford	Ti Tree, Stirling	08 8951 1669 / 0408 877 192
Lynette Liddle	Elliott	08 8963 2076 / 0447 228 442
Pam Dillon	Canteen Creek, Corella Creek, Crow Downs	08 8963 2060 / 0447 086 403

Team Support Officers - Darwin and PaRR

Name	Schools	Contact
Kim Power	Nauiyu	08 8922 2171 / 0476 830 232
Jennifer Perkins	Nganmarrlyanga	08 8922 2129 / 0447 822 890
Dennis Dunn	Minjaling/Croker Island, Gunbalanya	08 8922 2170 / 0476 830 231
Shane Ponter	Milikapati, Pirlangimpo, Wurrumiyanga	08 8983 7936 / 0409 019 589
Daniel Tedcastle	Emu Point, Peppimenarti, Wadeye	08 8944 9309 / 0455 663 582
Hannah Roll	Batchelor	08 8997 7518 / 0437 001 735
Chris McEvoy	Adelaide River	08 8944 9401 / 0448 117 660

Team Support Officers – Katherine

Name	Schools	Contact
Jaydin Cole	Kalkaringi, Lajamanu, Pigeon Hole	08 8972 5353 / 0476 830 214

Melissa Ahmat	Minyerri, Urapunga	08 8922 2132 / 0476 836 886
Karen Dack	Amanbidgi, Ngukurr	08 8972 5341 / 0437 679 376
Krissy Lambert	Bulla, Timber Creek, Yarralin	0459 992 122
Sandra Warbrook	Borrooloola, Robinson River	08 8972 5345 / 0437 791 757
Leigh Ware	Bulman, Wugularr	0437 688 296
Sam Clarke	Katherine High, Rockhole, Werenbun, Pine Creek, Mataranka	08 8972 5362 / 0439 435 457

Team Support Officers - Small Cohorts Schools

Name	Schools	Contact
Melanie Luck	Belyuen, Daly River, Dundee, Dundee Forrest, Pickertaramoor	08 8922 2143 / 0476 843 174
Jennifer Preest	Kintore, Mt Liebig, Milingimbi, Yirrkala	08 8987 0875 / 0409 153 283
Samantha Walker	Barunga, Jilkminggan, Manyallaluk, Arparra	08 8972 5346 / 0437 665 653
Daniela Tama	Alcoota, Bonya, Harts Range, Epenarra	08 8951 1684

Boarding School Relationships Team

Name	Role	Contact
Dean Tilley	Coordinator	08 8951 9628 / 0447 689 158
Neil Gibson	NT North Relationship Manager	08 8922 2169
Brittany Dunn	NT South / SA / WA Relationship Manager	08 8951 1665
Jessica Taylor	QLD Relationship Manager	08 8922 2165 / 0476 843 172
Naomi Hoey	NSW/VIC Relationship Manager	08 8951 1687 / 0476 826 775

Attachment A

NT Mental health and counselling	
Northern Territory Mental Health Line	1800 682 288
Lifeline	13 11 14
Beyond Blue	1300 22 46 36
Mensline Australia	1300 789 978
Catholic Care NT	8944 2000
Darwin Consultant Psychologists (DCP)	1800 289 129 / 08 8941 5369
Employee Assistance Service Australia (EASA)	1800 193 123 (24hrs) / 08 8941 1752
Wisemind Psychology	1800 166 180 / 08 8981 5605
Darwin Psychology Service Pty Ltd	1800 769 205 / 08 8932 8460
Industry Health Solutions	1800 432 303 (24hrs)
Relationships Australia (general counselling services)	1300 364 277
Parenting support	
FACES hotline	1800 999 900
Parentline Queensland and the Northern Territory	1300 301 300